**European Joint Programme on Rare Diseases**

**(EJP RD)**

**Call for Proposals 2019**

**"Transnational research projects to accelerate diagnosis and/or explore disease progression and mechanisms of rare diseases”**

**Pre-proposal application form**

**Checklist for the Coordinator:**

***In order to make sure that your proposal will be eligible to this call, please collect the information required to tick all the sections below before starting to complete this application form.***

**[ ]** I agree that personal data submitted for the consortium members will be used during the whole evaluation and contract negotiation process, in line with GDPR (General Data Protection Regulation).

* **General conditions:**

**[ ]** The project proposal addresses the **AIM/S** of the call

**[ ]** The project proposal meets the **TOPIC/S** included in this call

* **Ethical standards:**

[ ]  The proposal complies with ethical principles (including the highest standards of research integrity — as set out, for instance, in the European Code of Conduct for Research Integrity — and including, in particular, avoiding fabrication, falsification, plagiarism or other research misconduct).

* **The composition of the consortium:**

**[ ]** The project proposal involves at least 4 eligible research partners from at least 4 different countries participating in the call.

**[ ]** The project proposal does not include more than two eligible research partners from the same partner country participating in the call.

**[ ]** The consortium coordinator is eligible to receive funding from his/her national funding organisation(s) participating in the call.

**[ ]** There are a maximum of 2 partners who secure their own funding and contribute substantially to the work packages present in the proposal (see table in the Call text for the maximum number of partners).

**[ ]** The project proposal involves a maximum of 6 eligible research partners asking for funding. In case of inclusion of partners from participating underrepresented countries (Czech Republic, Slovakia, Estonia, Hungary, Lithuania, Poland, and Turkey) the project involves a maximum of 8 eligible partners.

**[ ]** There are a maximum of 8 partners in total in the project proposal. This includes the coordinator.

* **Eligibility of consortium partners:**

**[ ]** I have checked that each partner involved in the project proposal is eligible to receive funding by its funding agency. Not eligible partners are aware of the fact that they are not eligible; therefore a signed statement declaring that they will run the project with their own resources is enclosed in the proposal.

[ ]  I have checked that the applicants have confirmed the eligibility of the pre-proposal with their national/regional Contact Point.

[ ]  (if applicable) Italian partners applying for funding at the Ministry of Health involved in the proposal have submitted a pre-submission eligibility check form to their national funding organization at least 10 working days before the submission deadline.

[ ]  (if applicable) Italian partners applying for funding at the Ministry for Education, Universities and Research involved in the proposal have submitted further documentation to MIUR, through the national web platform, available at the following link: <http://banditransnazionali-miur.cineca.it>, by the day of the pre-proposal submission deadline.

[ ]  (if applicable) Lombardy partners applying for funding at FRRB involved in the proposal have submitted a pre-submission eligibility check form to their regional funding organisation at least 10 working days before the submission deadline.

[ ]  (if applicable) Tuscany partners applying for funding at Tuscany Region involved in the proposal have submitted a pre-submission eligibility check form (available on Tuscany Region institutional web-site or on request to ejprare@regione.toscana.it) to their regional funding organisation at least 10 working days before the submission deadline.

[ ]  (if applicable) Austrian partners have submitted administrative data (in accordance with the FWF guidelines for stand-alone projects) online to the FWF at <https://elane.fwf.ac.at/>.

[ ]  (if applicable) Czech partners have submitted all of the requested documentation (i.e. Statutory Declaration and Eligible Costs Specification) to the Ministry of Education, Youth and Sports.

[ ]  (if applicable) Hungarian partners have submitted mandatory information to NKFIH, including applicant name and affiliation, as well as an estimation of the requested budget.

[ ]  (if applicable) Swiss partners have submitted the pre-proposal to www.mySNF.ch together with the submission of the respective proposals to the EJPRD Joint Call Secretariat.

[ ]  (if applicable) Swedish partners have submitted the pre-proposal electronically either in Prisma, which is the application system used by the Swedish Research Council (see [www.vr.se](http://www.vr.se)) or the eService portal “Intressentportalen”, which is the application system used by Vinnova (see www.vinnova.se).

[ ]  (if applicable) Turkish partners have submitted the pre-proposal to through TUBITAK UIDB application system: http://uidb-pbs.tubitak.gov.tr/.

**Please note:**

* **Proposals that do not meet the national eligibility criteria and requirements will be declined without further review.**
* **All fields must be completed using Arial 11, single-spaced, margins of 1.27 cm. Incomplete proposals, proposals using a different format or exceeding length limitations of any sections will be rejected without further review.**
* **Once completed the pre-proposal must be converted in a single PDF document before being uploaded to the submission website.**
* **In case of inconsistency between the information registered in the submission tool and the information included in the PDF of this application form, the information registered in the submission tool shall prevail.**

**1.a Project Title:**

**1.b Project acronym:**

The application is: **[ ]**  a new proposal

**[ ]**  a resubmission from a previous E-Rare call

**[ ]** JTC 2015 **[ ]** JTC 2016 **[ ]** JTC 2017 **[ ]** JTC 2018

**[ ]**  a proposal asking for an extension of a previously funded E-Rare project

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 If so, please state the acronym of the project:

**2. Consortium coordinator:**

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| --- | --- |
| **Family Name, first Name** |   |
| **Institution/Department** |  |
| **Department** |   |
| **Position** |   |
| **Address** |   |
| **Zip code, City Country** |   |
| **Phone + Fax** |   |
| **E-mail address** |   |
| **Type of entity** | Academia, Clinical or Public Health, SME or Industry  |
| **Type of entity (public/private-for-profit/private-non-for-profit)**  |   |
| **Early Career Scientist[[1]](#footnote-2) (yes/no)** |  |

**3. Project Partners:**

3a. Additional research partners asking for funding:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Zip code, City, Country** | **Research Partner (principal investigator)** | **Institution, Department, full affiliations (address, phone + fax)** | **Email address** | **Early Career Scientist\* (yes/no)** | **Type of entity Academia, Clinical or Public Health, SME and Industry** | **Type of entity (public/private-for-profit/private-non-for-profit)** |
| 1 |   |   |   |  |  |  |   |
| 2 |   |   |   |  |  |  |   |
| 3 |   |   |   |  |  |  |   |
| 4 |   |   |   |  |  |  |   |
| 5 |  |  |  |  |  |  |  |
| 6 |  | (only possible with inclusion of 1 partner from usually underrepresented countries) |  |  |  |  |  |
| 7 |  | (only possible with inclusion of 2 partners from usually underrepresented countries) |  |  |  |  |  |

3b. Associated research partners not asking for funding (see table in the Call text for the maximum number of partners):

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Zip code, City, Country** | **Research Partner (principal investigator)** | **Institution, Department, full affiliations (address, phone + fax)** | **Email address** | **Early Career Scientist (yes/no)** | **Type of entity Academia, Clinical or Public Health, SME or Industry** | **Type of entity (public / private-for-profit / private-non-for-profit)** |
| 1 |  |  |  |  |  |  |  |
| 2 |   |   |   |  |  |  |   |

3c. Patient advocacy organisation (PAO) partners asking for funding:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Zip code, City, Country** | **Responsible person**  | **Organisation, full affiliations (address, phone + fax)** | **Email address** | **Type of entity (public / private-non-for-profit)** |
| 1 |  |  |  |  |  |
| 2 |   |   |   |  |   |
| n |  |  |  |  |  |

**4. Duration of the project** (months):

(maximum number of months is 36)

**5. Total funding applied for**  €

**6. Budget from associated research partners (in cash or in kind)**

 €

**7. Keywords and medical domain**

please identify between three and seven keywords that represent the scientific content (medical domain, disease, etc.), approach(es), tools (animal models, OMICS, etc.)

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**8. Lay summary** (max. 1600 characters including spaces)

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**9. Description of the project** (once converted into Pdf document: max. 5 pages DIN-A4, Arial 11, single-spaced, and margins of 1.27 cm). Description of the working programme including:

1. Background, present state of the art in the research field and preliminary results obtained by the consortium members;
2. Description of the working program including the objectives, the rationale and the methodology, highlighting the novelty, originality and feasibility of the project

Please highlight the main hypothesis(es) for the proposed research plan and sample size calculation (if applicable) in separate boxes

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| *main hypothesis(es) for the proposed research plan* |
| *sample size calculation (if applicable)* |
| *name and affiliation of the responsible biostatistics expert (if applicable)* |

If the proposal includes a natural history cohort / registry study, the following items must be addressed:

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| --- | --- |
| **Type of project** | *clinical / epidemiological register or cohort study* |
| **Probands (key inclusion and exclusion criteria)** |  |
| **Main outcomes to be analysed** |  |
| **Statistical analysis** | *Anonymisation or pseudonymisation of data, statistical details* |
| **Size and duration of Register / Cohort** | *Expected number of patients, duration in months* |
| **Concept for sustainability** |  |

1. Description how the new research data in this project will be findable, accessible, interoperable and re-usable (what data will be collected, processed and/or generated and/or reused; which methodology & standards will be applied; will the data be shared/made open access; how will the data be curated & preserved);
2. Description of the unmet medical and patient need that is addressed by the proposed work and the potential health impact that the results of your proposed work will have;
3. Added value of the transnational collaboration;
4. Description of patient organizations within the proposal, including their role and contribution.

*If the application concerns a request for extension of a project funded in previous E-Rare calls, please add 1 additional page describing the scientific results achieved in that project so far.*

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**10. Diagram** of the work plan that includes timeline, workflow and interconnections of work packages (a Gantt chart, Pert or similar, max. 1 page).

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**11. In addition**, two more sections can be added to the pre-proposal (*optional*):

* a page of diagrams, figures, etc. to support the work plan description (max. 1 page)
* a list of references (no page limit) – please use Vancouver Style (see: International Committee of Medical Journal Editors. Uniform Requirements for Manuscripts submitted to Biomedical Journals. NEJM 1997;336:309-15) and include PUBMED IDs

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**12.** **Budget table** (see last page for template)

**13. Brief CV for each principal investigator** (once converted into Pdf document: max. 1 page DIN-A4, Arial 11, single-spaced, margins of 1.27 cm per principal investigator).

Brief CV for each principal investigator including a description of the main domain of research and a list of the 5 most relevant publications within last five years regarding the proposal. Please include dates/requirements for the identification of early career scientists (not included in page limit).

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**14. Date and signature of the coordinator**

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**12. Budget plan of the project** (only requested budget)

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Project coordinator4 | Partner 1 | Partner 2 | Partner 3 | Partner 4 | Partner 5 | Partner 6 (only possible with inclusion of 1 partner from usually underrepresented countries) | Partner 7(only possible with inclusion of 2 partners from usually underrepresented countries) | Patient advocacy organization(s) |
| Name (principal investigator) |   |   |   |   |  |   |  |  |  |
| Country |   |   |   |   |  |   |  |  |  |
| Funding organization |   |   |   |   |  |   |  |  |  |
| Personnel € |   |   |   |   |  |   |  |  |  |
| Consumables € |   |   |   |   |  |   |  |  |  |
| Equipment € |   |   |   |   |  |   |  |  |  |
| Travel €1 |   |   |   |   |  |   |  |  |  |
| Other direct costs €2 |   |   |   |   |  |   |  |  |  |
| Overheads €3 |   |   |   |   |  |   |  |  |  |
| Total requested budget € |   |   |   |   |  |   |  |  |  |
|  |  |  |
| 1Travel expenses should include the participation to intermediate status symposium 2 e.g. subcontracting, provisions, licensing fees; may not be eligible costs in all countries (will be handled according to national/regional regulations) 3 Overhead costs and eligible expenses: funding according to national/regional legal framework and funding body regulations4 The coordinator can apply for specific budget for the management of the project if these are eligible costs according to national/regional legal framework and funding body regulations. These should be listed in the Partner 1 budget. |  |  |
| **Applicants are encouraged to confirm their eligibility with their national contact points** |  |  |

1. \*For definition of Early Career Scientist see 6.8 in Call text [↑](#footnote-ref-2)