

***Foundation for Emerging Nations***

Application Form for a Project Grant

**Introduction**:

The *Foundation for Emerging Nations* (*FEN*) has as its overall aim to support programmes that help to improve the quality and delivery of laboratory medicine services, particularly in emerging nations.

The *FEN* is able to support projects in emerging nations that are organised by societies, groups or individuals active in laboratory medicine provided that the project will lead to an outcome that:

* Can be assessed in terms of quality improvement, and/or
* Provides a baseline for local support to continue the project

Projects shall be educational in nature and may occur at undergraduate or postgraduate level. Suitable projects will be in line with the overall strategic direction of IFCC, (see [www.ifcc.org](http://www.ifcc.org)) although the *FEN* is not restricted to supporting projects nominated by IFCC Members.

The *FEN* has limited resources and so can only support pilot projects or projects that will deliver results against defined objectives, normally within six months. The *FEN* cannot support salary costs for researchers, although it may support essential travel (economy) and other expenses incurred by researchers. The *FEN* is unlikely to fund projects that cost >10,000 Swiss Francs. Examples of projects that may attract *FEN* support may be found at: [www.ifccfoundation.org](http://www.ifccfoundation.org)

**Applications:**

Applications must be submitted on this form. The overall length of the application should not exceed 2500 words. Tables and Figures may be inserted into the text of the application to provide relevant data or to help to justify the request being made.

All sections of the application form must be completed. The *curriculum vitae* of the applicant and any relevant letters of support should be attached to the application as appendices.

Applications will be reviewed twice each year. The closing dates for applications are 31 March and 30 September. Applications received after these dates will not be considered in the current round.

**Assessment of Applications:**

Applications will be reviewed by independent referees according to criteria that include quality improvement, track record of applicant, practicability, likelihood of success and sustainability. The decision on whether to fund an individual project rests with the *FEN* Board. The Board will endeavour to respond to applicants within two months of the closing date for applications

**Advice:**

Applicants may discuss the suitability of their proposed project in advance with the Chair of the *FEN* Board (chair@ifccfoundation.org).

**Project Application**

(Please complete using Arial font size 11)

**Title of project**: ……………………………………………………………………………………………….

**Name of applicant:** …………………………………………………………………………………………..

**Address of applicant:** ……………………………………………………………………………………….

…………………………………………………………………………………………………………………..

**Email of applicant:** …………………………………………………………………………………………..

**Names of co-applicants:** ……………………………………………………………………………………

**Country in which project will be based:** …………………………………………………………………

**Proposed timescale for project**: …………………………………………………………………………..

**Funding requested (should not exceed 10,000 Swiss Francs):** …………………………………….

|  |
| --- |
| **Description of proposed project:** (maximum length 2000 words):Abstract (not exceeding 200 words):Introduction: Aims:Objectives:Methodology (including who will carry out each stage):Expected outcomes:How will the project help to improve the quality and delivery of laboratory medicine services? |
| **Description of financial support requested:** (Figures may be any specified currency but the total must be converted into Swiss Francs and inserted on page 2):Equipment:Consumables:Expenses:Other:Total:Note: The *FEN* reserves the right to ask for quotations or documentary evidence to support the finances requested. |

|  |
| --- |
| **Independent support for project proposal:**References from scientific literature (if appropriate):Individual sources:(In each case provide name, postal address, email address and capacity in which the individual source will provide independent support. Letters of support should be attached as appendices.* Individual source 1:
* Individual source 2:
 |

|  |
| --- |
| **Details of bank account into which funds may be transferred** (if the application is approved). The bank account should be for an organisation or institution, not for an individual. The account holder is required to sign the declaration at the end of the application to indicate that the funds will be accepted and used solely for the purpose defined in the applicationName of bank: …………………………………………………………………………………………..Address of bank: ………………………………………………………………………………………..Name of account holder: ………………………………………………………………………………Sort code: …………………………….. Account number: ………………………………………..IBAN: ……………………………………………………………………………………………………. |
| **Authorisations:**Ethical approval:Does this project require ethical approval? YES / NOIf ‘YES’, has ethical approval been requested? If available attach evidence as an appendix.Requirement for licences**:**Does this project require the researcher to hold licences e.g. for working with animals or radioactivity YES / NOIf ‘YES’ please gives status of current licences and, if available attach as an appendix.Organisational approval:Does this project require approval from the head of the organisation in which the project will be conducted? YES / NOIf ‘YES’ please attach evidence of that organisational approval as an appendix. |

|  |
| --- |
| **Acceptance of conditions:**All applicants and the account holder are required to add an electronic signature to this application to indicate:* Agreement that the application is accurate and has their support
* Agreement that if the project is approved they will:
	+ Implement it within the stated timescale
	+ Use the funds solely for the purposes defined in the application
	+ Produce a report of outcomes and accounts within 3 months of completion

Applicant name: …………………………………… e-Signature: ……………………………………Co-applicant name: ………………………………. e-Signature: ……………………………………Co-applicant name: ………………………………. e-Signature: …………………………………….Account holder name: ……………………………. e-Signature: ……………………………………. |

**Submission of application**:

Please convert this application form into pdf format before submitting it, together with the curriculum vitae of the applicant and any appendices to: chair@ifccfoundation.org . Applications must be received before 31 March or 30 September.

Version 3, Feb 2016