Preliminary remarks

1. The primary objectives of the MMD Support Fund Research Awards are to generate, guide and support research applications, that focus on the individual with childhood-onset **intellectual deficit, neurocognitive developmental disorders and/or autism spectrum disorder**.

The Support Fund focuses on the **prevention of disability** and its complications, and thus on the search for new strategies in etiology, diagnosis and therapeutic management.

2. The project must be carried out by a dedicated researcher, benefiting from quality scientific supervision in a recognized institution (University - High School - Center of expertise, ...) and from a committed promoter. The applications that are scientifically well written and that contribute to the objectives defined above are taken into consideration.

3. The grants are preferably granted in the form of support for a doctoral project without excluding a post-doctoral researcher. The duration is 1 to 2 years. A final report will be submitted within 3 months of the end of the fellowship allowing the Scientific Council to evaluate the progress and achievements of the research.

4. The evaluation of the applications is carried out by a multidisciplinary and inter-institutional Scientific Council that submits its proposals to the Board of Directors of the Support Fund. The criteria for this evaluation are: the respect of the Fund's objectives, the scientific quality, the originality, the relevance of the project and its potential impact, the feasibility estimated on the basis of the applicant's profile and the research supervision.

5. All projects must be submitted by completing all sections of the ‘Research Grant Application’ in French, Dutch or English. The application must be sent by e-mail before April 15 or October 1 to the following address Prof. Rudy Van Coster. President of the Scientific Council. Marguerite-Marie Delacroix Support Fund. Delportestraat, 2. 3300 Tienen. E-mail: carine.janssens@stichtingdelacroix.be

6. A renewal, which will not exceed a maximum of 4 years in total, is possible. In order to apply for a renewal, a detailed interim report is required as well as the prospecting of alternative financing. This report is expected by the usual deadlines (April 15 and October 1) and will be accompanied by an updated 'Research Grant Application'.

7. Papers and publications produced during this research will acknowledge the support of the Marguerite-Marie Delacroix Support Fund. Availability for active participation in a symposium organized by the Fund in the form of an abstract or an oral presentation will be assured. Doctoral students are invited to communicate in due time the date of defense and a copy of their thesis.

**Research Grant Application**

|  |  |
| --- | --- |
| Title of the research proposal |  |
| Name of the candidate |  |
| Name of the promotor |  |
| Name of the second promotor  (if two promotors) |  |
| Date of submission |  |

**The grant application can be written in French, Dutch or English.**

**The same language should preferentially be used throughout the different parts of the application form.**

**Number the pages of your grant application.**

**Send the completed form, in Word format, to the secretary of the Marguerite-Marie Delacroix Support Fund:** [carine.janssens@stichtingdelacroix.be](mailto:carine.janssens@stichtingdelacroix.be)

**DEADLINE April 15th or October 1st**

**1. Project summary in layman’s terms**

|  |
| --- |
| Give a statement of the research grant application. **Outline the problem, the objectives and the expected outcomes**. This summary is **aimed at non-specialists in the field** and should be written in less technical language than the proposal. Try to explain your project so that the wider public can understand it, which should be different from the Abstract which is designed for peer scientists.  (Max. 250 words, Helvetica font, 12 point) |

**2. Abstract**

|  |
| --- |
| Give a statement of the research grant application. **Outline the problem, the objectives and the expected outcomes**. This summary is **aimed at specialists in the field** and should be written in technical language. In the following sections, including Abstract, State of the Art, Objectives and Methodology, technical language is preferred.  (Max. 250 words, Helvetica font, 12 point) |

**3. State of the Art**

|  |
| --- |
| Describe the **present knowledge** about the topic you want to investigate. References to papers published by the candidate or by the promotor(s) can be cited, but no space is foreseen for the papers itself.  (Max. 500 words, Helvetica font, 12 point) |

**4. Objectives**

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| Describe the proposed **research and research hypothesis**. Describe why it is interesting to study. References to papers published by the candidate or by the promotor(s) can be cited, but no space is foreseen for the papers itself.  (Max. 500 words, Helvetica font, 12 point) |

**5. Methodology**

|  |
| --- |
| Give a **detailed description of the methods** that will be used. Explain the different steps in your research. References to papers published by the candidate or by the promotor(s) can be cited, but no space is foreseen for papers itself.  (Max. 1.000 words, Helvetica font, 12 point)  **Define here the number of subjects** you will be studying (mandatory):  A. Number of subjects to be investigated: …..  B. Number of controls: ….  C. Number of subjects not relevant in the study here proposed: …. |

**6. Science communication**

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| The MMD Support Fund encourages wide dissemination of the results of the research. **Publication of the results** in peer-reviewed journals with good impact factor is encouraged. Indicate also whether the results of the proposed research will be suitable for communication in a non-expert journal.  (Max. 250 words, Helvetica font, 12 point) |

**7. Research context**

|  |
| --- |
| Explain how the proposed project **fits into the research activities of the promotor(s).** Give the **national/international context** of the proposed project.  (Max. 250 words, Helvetica font, 12 point) |

**8. Work plan**

|  |
| --- |
| Create **one figure** revealing a visual reference for the goals and objectives (import as ‘image’) |

**9. Collaboration**

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| **1. In case** of collaboration between **two different research groups** (each **headed by one of the promotors**) describe the role of the different unitsand promotors. 2. In case of **collaboration with other research groups**, give the name, address, institution and type of collaboration.  (Max. 500 words, Helvetica font, 12 point) |

**10. Impact of your research**

|  |
| --- |
| The primary objectives of the MMD Support Fund are to initiate, guide and support research focused on people with intellectual disabilities, neurocognitive development disorders and/or autism spectrum disorders that emerge during childhood.  The Support Fund focuses on the **prevention** of disability and its complications, and thus on the search for new strategies in etiology, diagnosis and therapeutic management.  Please, indicate how your project can contribute to the realization or fulfilment of this objective.  (Max. 250 words, Helvetica font, 12 point) |

**11. Curriculum vitae of the candidate:**

1. **Candidate’s personal data**

|  |  |
| --- | --- |
| 1.Date of birth |  |
| 2.Place of birth |  |
| 3.Address (private) |  |
| 4.Address (work) |  |
| 5.Email address |  |
| 6.Telephone (private) |  |
| 7.Telephone (work) |  |
| 8.Belgian cityzenship/other |  |

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| --- | --- | --- | --- | --- | --- | --- |
| LANGUAGES | French | Dutch | English |  |  |  |
| A : basic user |  |  |  |  |  |  |
| B : independent user |  |  |  |  |  |  |
| C : proficient user |  |  |  |  |  |  |

1. **Candidate’s Academic Achievements**

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| --- | --- | --- | --- | --- | --- |
| High school | Name of school | City | Type | Result | Year of graduation |
|  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| Bachelor | Academic year | Faculty | Type | University | Grade | Date |
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| Master | Academic year | Faculty | Type | University | Grade | Date |
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|  |  |  |  |  |  |
| Master thesis | |  | | | | Date |
| Title: | | | | | |  |

1. **Additional Academic Achievements**

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| --- | --- | --- | --- | --- | --- | --- |
| Master  after  Master | Academic year | Faculty | Type | University | Grade | Date |
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| PhD | Academic year | Faculty | | University | |  |
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|  |
| Doctoral thesis | |  | | | | Date |
| Title: | | | | | |  |

1. **Training and certificates**

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| --- | --- | --- |
| Type |  | Year |
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1. **Working experience**
2. **Current professional activity of the candidate**

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| --- | --- | --- |
| **Start date** | **Institution** | **Function** |
|  |  |  |
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1. **Previous professional activities of the candidate** (most recent on top)

|  |  |  |
| --- | --- | --- |
| Start/end date | Institution | Function |
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1. **Scientific activities abroad** (during at least one month ; most recent on top)

|  |  |  |
| --- | --- | --- |
| Start/end date | Country - Institution | Function |
|  |  |  |
|  |  |  |
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1. **Non-academic activities** (only those relevant to the project ; max. 3 activities ; most recent on top)

|  |  |
| --- | --- |
| Start/end date | Activity |
|  |  |
|  |  |
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1. **Volunteer work**

|  |  |
| --- | --- |
| Start/end date | Activity |
|  |  |
|  |  |
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**F.Publications of the candidate**

(most recent on top, Helvetica font, 12 point)

**a.Peer reviewed papers published in international journals**

(Authors, title, journal, volume, pages, year, impact factor)

**b.Papers published in local journals**

(Authors, title, journal, volume, pages, year)

**c.Papers accepted for publication**

(Authors, title, journal)

**d.Papers in prepararation**

(Authors, title)

**G.Presentations of the candidate**

(most recent on top ; Helvetica font, 12 point)

**a.Presentations at international meetings**

(Authors, title, year, meeting)

**b.Presentations at national meetings**

(Authors, title, year, meeting)

**c.Presentations at local meetings**

(Authors, title, year, meeting)

**12.Letters from the candidate and promotor(s)**

**A.Letter from the candidate**

|  |
| --- |
| In this letter the candidate shows his/her motivation to start the project (max 500 words, Helvetica font, 12 point). |

**B.Letter from the promotor**

|  |
| --- |
| Including a statement of the promotor that he/she   * is committed to supervise the candidate of this project * will give the necessary facilities * gives a motivation why he/she is supporting the candidate of this project   Please, scan the letter and insert as ‘image’ |

**C.Letter from the second promotor** (only in case a second promotor is involved)

|  |
| --- |
| Please, scan the letter and insert as ‘image’ |

**D.Letter from a researcher who knows the candidate** (max two; not mandatory)

|  |
| --- |
| Please, scan the letter and insert as ‘image’ |

**13.Bibliography of promotor(s)**

**A**.Provide a list of up to **5 key reviewed publications from the promotor** that are representative for his/her career. Indicate which publications are relevant for this project (in Bold)

Authors, title, journal, volume, pages, year, Impact Factor

|  |
| --- |
| **1.** |
| **2.** |
| **3.** |
| **4.** |
| **5.** |

**B**.Provide a list of up to **5 key reviewed publications from the second promotor** (only in case a second promotor is involved)that are representative for his/her career. Indicate which publications are relevant for this project (in Bold)

Authors, title, journal, volume, pages, year, Impact Factor

|  |
| --- |
| **1.** |
| **2.** |
| **3.** |
| **4.** |
| **5.** |

**14. Financial support from MMD Support Fund**

|  |  |
| --- | --- |
| Starting date |  |
| End date |  |
| Number of years the candidate applies for  (max. 2 years) |  |
| Institution/Department |  |
| Level of candidate (PhD student/post-doc/other) |  |
| Full time/part time (percentage) |  |
| Amount asked per year (Euro) |  |
| Total amount asked (Euro) |  |
| Did you submit a grant application for this project to other Research Funds?  No/Yes (give names) |  |
| In case a grant from MMD Support Fund is given to me, I promise I will use these funds to work on the proposed project (Yes/No) |  |
| I agree that the grant of the MMD Support Fund cannot be used for working costs, purchasing equipment, neither for overhead costs (Yes/No) |  |

**15.References**

List of **all references used throughout the proposed project**

In alphabetical order according to the last name of first author

Authors, title, journal, volume, pages, year

(Helvetica font, 12 point)