

Grant Application Process, Conditions, and Rules

Research Scope and Eligibility

- Research projects should be related to cancer.
- Research may be translational, clinical or concerned with public health.
- A priority will be given to projects involving the development of innovative therapies for patients. Preclinical research should not be basic research but should be as close to the clinic as possible.
- The main applicant (MD, PhD, nurse, or otherwise) should demonstrate their ability to lead and complete an innovative research project.
- The main applicant should be Swiss or employed by a Swiss institution.
- The letter of intent and the full proposal must be dated and signed by the applicant.
- **At each stage, all application documents must be combined into ONE PDF file and emailed to contact@fondaction.ch. Submissions in any other format or by any other method will not be accepted.**

Application Process and Dates

- Applicants seeking funding for the following year shall submit a letter of intent of **three pages** by **15 March**. It must use Arial 11-point font with single line spacing, and include a short project summary, the research aims and methodology, the expected benefit for patients, the anticipated timeframe, and any other sources of financial support. Applicants must also provide a CV describing their previous achievements and listing their five most relevant publications.
- Applicants shall be informed if they have been selected to proceed for the Full Grant proposal.
- Selected applicants will submit a detailed full grant proposal application by **15 September** of the application year.
- The Scientific Committee is expected to meet in January or February of the funding year.
- For approved projects, funding will be made available from 1 September of the funding year.

Full Grant Proposal and Supporting Documents

- If the letter of intent is accepted by the scientific committee, the applicant will be invited to provide a full grant proposal and then to present personally his project during the scientific committee. The Full Grant should include a more detailed proposal:
 1. A front page with a summary of the project.
 2. A complete description of the project in the context of current scientific knowledge.
 3. A complete description of the research plan and methodology.
 4. The expected benefits and risks of the project.

5. The significance of the expected results in the current scientific context.
 6. Evidence of the applicant's expertise to carry out the project and publish its results.
 7. A detailed budget showing the financial needs and any other sources of financial support.
 8. A curriculum vitae should be provided.
 9. The duration of a grant may not exceed three years.
 10. The grant cannot cover the salary of the main applicant.
- The Scientific Committee will evaluate proposals with support from external experts.
 - The application shall be written in English. **All required documents shall be submitted electronically as one document to contact@fondaction.ch.**
 - Fond'Action contre le cancer may request further information following the selection of a project.

Assessment and Decision

- The Scientific Committee will assess proposals with the support of external experts.
- A research project may be chosen following a public call or by direct invitation of the Scientific Committee.
- After the full proposals have been reviewed, selected applicants will be invited to present their projects to the Scientific Committee.
- Invited applicants must email their PowerPoint presentation to contact@fondaction.ch **at least one week before the Scientific Committee meeting**. If they miss this deadline, they cannot take part in that year's selection process.
- The final decision will be communicated by email once the Scientific Committee has completed its evaluation.

Conditions for Funded Projects

- Financial support will be released in September of the funding year, once the collaboration agreement has been signed and the main applicant has published a LinkedIn post acknowledging Fond'Action contre le cancer.
- Applicants are encouraged to inform the management of their institution about the support received.
- Any modification of an ongoing project should be submitted to the Scientific Committee.
- An interim report describing the project's progress and financial status must be sent once a year, before 15 September, electronically to contact@fondaction.ch. Failure to do so may lead to termination of the grant.
- A final report should be sent electronically before 15 September, with copies of publications, abstracts or other public documents produced. The financial report should be certified by the appropriate authority at the main applicant's institution.
- If the grant is not used for the approved project under the conditions of its allocation, Fond'Action may request a partial or full refund and take measures it considers justified.

Key Dates

- **15 March (application year):** Deadline for three-page letters of intent.
- **After the review of letters of intent:** Applicants are informed whether they have been selected for the next stage.
- **15 September (application year):** Deadline for selected applicants to submit their full grant proposals.
- **January to March (following year):** Invited applicants present their projects to the Scientific Committee. Final decisions are communicated later by email.