



## ALICIA KOPLOWITZ FOUNDATION

### 2024 CALL FOR RESEARCH PROJECT GRANTS

#### TERMS AND CONDITIONS: 20TH CALL 2024

#### FIRST.- Objective

To promote the development of knowledge around **Child and Adolescent Psychiatry, Psychology and Neurosciences or Neuropaediatrics** in Spain through support for original research projects.

The Alicia Koplowitz Foundation is promoting **SIX (6) Research Grants** for projects to be developed **within a maximum of two years**.

Successful candidates will be entitled to join the Association of Child and Adolescent Mental Health Scientists - Alicia Koplowitz Foundation as full members (<http://www.asociaciondecientificos-fundak.org>) on request to its Board of Directors.

#### SECOND.- Recipients

The Grants are aimed at research teams who develop their projects in credited **Spanish** Health Research Institutes. There will be a **single Spanish Principal Investigator** in all cases, linked to one of these organisations throughout the two-year project duration and who will be the **sole** recipient of the Grant. The Principal Investigator cannot be doing their medical residency MIR or PIR.

No researcher (either Principal Investigator or other research team member) may be involved in more than one application in this Call. Researchers who have at present a Research Grant from the Alicia Koplowitz Foundation are not eligible to participate in this Call. Principal investigators and other research team members awarded Grants in previous years are not entitled to apply for a new Grant until at least **two years after the end of their last research project** funded by the Alicia Koplowitz Foundation.

#### THIRD.- Application Form

To apply for a Grant, applicants must submit the duly completed **Application Form** for this Call, available over the Foundation website ([www.fundacionaliciakoplowitz.org](http://www.fundacionaliciakoplowitz.org)). The form must include:

- **Curriculum Vitae** of the Principal Investigator and three notable team members for the **past five years**; maximum length 5 pages and according to the following scheme:
  - Personal, professional and academic information.

- Papers at congresses.
  - Indexed publications with a JCR impact factor.
  - Research projects funded by public or private organisations, citing dates, title, financial backer and allocated amount.
  - Patents.
  - Clinical guidelines.
  - Supervised doctoral theses.
- **Scientific explanatory report** on the research project intended to be conducted drafted in Spanish; with a **maximum of five pages**. An original and concise presentation will be a plus.
- **Collaboration Agreement of other involved Departments or Centres, duly completed and signed.**
- **Economic report** including a detailed **budget**:
1. **Personnel expenses –up to a maximum of 40% of the total Grant, excluding indirect costs.**
  2. Inventoriable costs with a **mandatory attached proforma invoice**
  3. Consumables
  4. Publication and outreach costs.
  5. Congresses registration expenses, travel and daily subsistence allowance for congresses attendance.
  6. **Budgets or proforma invoices for Research Support Services (RSS)**. These should also be included when their use is considered, enclosing a price list (costs of animal purchase and maintenance, sequencing platforms, microscope/proteomics/metabolomics equipment, etc.).
  7. No expenses arising from third-party, or RSS project engagement can be allocated to the “Other expenses” heading.
  8. Costs generated by any project participant not part of the research team will **ALWAYS** be allocated to the “Personnel expenses” heading. Personnel expenses may never refer to remuneration for the principal investigator or any other member of the research team with contractual relations with sites where the project is to be developed. Expenses needed for project performance and results outreach (congresses, meetings, symposia, etc.) will refer only to those generated by research team members listed in the application form and provided they reference the project funded by the Foundation.
  9. **Training expenses (travel, subsistence and other potential expenses) of the Principal Investigator or of any other member of the team** shall not be included among the expenses eligible for funding under the Project Grant.
  10. **Total** cost estimates must include a section on indirect costs incurred by the site where the research work will be done.

- **Report from the Research Committee, Clinical Research Ethics Committee and Animal Research Ethics Committee** of the site where the project will be developed, if the study type so requires.
- **Sample informed consent form for participants and/or parents or legal guardians.**

#### **FOURTH.- Provision and Duration**

The **ALICIA KOPLOWITZ FOUNDATION** is a private nonprofit with address at Paseo de Eduardo Dato, nº 18, 28010 Madrid and identification code G-83837286, entered in the Ministry of Education, Culture and Sport's Foundations Register under number 910 by a ministerial order of 19 January 2004. It is governed by Law 50/2002 of 26 December 2002 on Foundations and Law 49/2002 of 23 December 2002 on the Tax Regime of Non-profit Organisations and Tax Incentives for Patronage.

Awarded grants will be provided to beneficiary entities in the form of an **irrevocable donation after signing a certificate expressly stating their nature as such in accordance with Law 49/2002.**

Grant duration will be **two years from date of acceptance and formalisation** by means of the relevant certificate. **The grant will officially start on 1 November 2024.**

The maximum financial provision for each grant is €50,000. The Foundation may decide the budget allocation for each project and its breakdown. If the funding amount finally granted for project development is less than the amount requested, the Principal Investigator must pivot the economic report to that amount, which will cover any expenses arising from project performance.

Amounts will be distributed as follows:

- 30% when the Foundation receives the acceptance certificate from the beneficiary entity.
- 30% at eight months after project start, once the **First Research Progress Report, comprising a Scientific and an Economic Report**, has been submitted and favourably evaluated.
- 30% at 16 months after project start, once the **Second Research Progress Report, comprising a Scientific and an Economic Report**, has been submitted and favourably evaluated.
- 10% at 24 months, i.e., project end, once the **Final Scientific and Economic Reports** have been submitted and favourably evaluated. The reports will include the Economic Certificate from the Receiving Site justifying the grant; this will be done within three months after complete project end.

#### **FIFTH.- Scientific and Economic Reports**

All Economic Reports will include an Economic Certificate from the Beneficiary Entity justifying the Grant, as well as a **detailed list of expenses and copy of supporting documents, including personnel employment contracts.** Expenses needed for project performance and results outreach will refer **only** to those generated by the research team members listed in the application form and provided they reference the **project funded by the Foundation.**

All scientific reports must comply with the forms available on the Alicia Koplowitz Foundation website ([www.fundacionaliciakoplowitz.org](http://www.fundacionaliciakoplowitz.org)).

For clinical studies, researchers must submit a **recruitment plan** in the initial project, including where, how, who and how many subjects are expected to be recruited, as well as the study time expected for recruitment (no longer than the first 16 months). If the researchers have not succeeded in recruiting subjects by 16 months after study start, the Foundation will be authorised to terminate the Grant.

In the case of a **CLINICAL TRIAL**, **AUTHORISATION FROM THE CLINICAL TRIAL ETHICS COMMITTEE OF THE SITE** where it will be conducted must be provided, as well as a formal commitment to obtain authorisation from the health authorities. **AUTHORISATION FROM THE CLINICAL TRIAL ETHICS COMMITTEE WILL BE MANDATORY FOR PROJECT EVALUATION.**

The Principal Investigator undertakes to conduct the research work in accordance with the project's Scientific and Economic Reports and under the present terms and conditions **and may not make changes to concepts or budget lines, study lines or research team members approved in the original project.** If any change is considered necessary, it must be **previously signed off on** by the Alicia Koplowitz Foundation.

Recipients must **expressly mention the Alicia Koplowitz Foundation as the financial backer** in any articles they publish, papers they present at congresses and other scientific achievements that reference the research content during the project funding and afterwards. The principal investigator must send the Foundation a copy of the work or paper.

Projects funded under this call may not be funded by other public or private sources at the same time.

#### **SIXTH.- Evaluation Committees**

The Foundation will implement a shortlisting process to determine the suitability of applications submitted to the Call terms and conditions. Those lacking the required documentation, not complying with the terms and conditions or not meeting the required scientific level will be declared ineligible to participate in the Call.

The Alicia Koplowitz Foundation will appoint an Evaluation Committee comprising specialists of recognised standing in Child and Adolescent Psychiatry and Neuroscience or in Neuropaediatrics to assess the background of the intended research, the objectives, methodology, development, innovation and quality of the project, the group's research experience, the project feasibility and a budget breakdown of the shortlisted projects, after which it will issue a final decision.

This decision is binding, confidential and final. **It will be published on the Alicia Koplowitz Foundation website in the first days of October 2024** and will be the sole source of information. No further correspondence in this matter will be admitted.

#### **SEVEN. Deadline and Method to Submit Applications**

Applications are to be submitted according to the form that can be downloaded from the website [www.fundacionaliciakoplowitz.org](http://www.fundacionaliciakoplowitz.org). They must be sent **before the end of 18 April 2024** in the following two formats:

1. One **bound** copy of the application form on paper, by postal mail or hand-delivered, addressed to:

Alicia Koplowitz Foundation  
Att: Ms Mónica García  
Paseo de Eduardo Dato nº 18  
28010 Madrid

2. A **PDF DOCUMENT** with the complete application form **identifying the applicant by their full name**, to the following **email address**: [mgarcia@fundacionaliciakoplowitz.org](mailto:mgarcia@fundacionaliciakoplowitz.org).

Applications that fail to comply with the above rules will be excluded from the shortlisting process.

#### **EIGHTH.- Acceptance of Terms and Conditions**

Participants in this Call expressly accept the abovementioned terms and conditions, as well as those established by the Alicia Koplowitz Foundation for monitoring research project development in each case. In the event of breach, the Foundation will terminate the Grant and may request the return of amounts received.

#### **NINTH.- Absence of Contractual Relationship**

The awarding and take-up of a Grant does not constitute any contractual, employment or statutory relationship with the Alicia Koplowitz Foundation or any of the organisations where the research will be conducted.

#### **TENTH.- Data Protection**

The Alicia Koplowitz Foundation, as data controller, hereby informs you that the personal data you supply as part of submitting an application will be used to manage your registration and participation in the corresponding call for aid, to identify you and to contact you for any matter related to the application.

The legal basis for the processing is acceptance of the terms and conditions of the call and, where applicable, to satisfy the Foundation's legitimate interest in managing the procurement procedure, as well as compliance with the legal obligations corresponding to the Alicia Koplowitz Foundation.

Your personal data may be disclosed to third parties engaging in the call for aid, as well as to competent bodies or authorities in the context of the participation and development of the aid and its outcome. You may exercise your rights of access, rectification, erasure, objection, restriction of processing or portability and lodge a complaint with the Spanish Data Protection Agency. Further information can be found in the Privacy Policy available on our website [www.fundacionaliciakoplowitz.org](http://www.fundacionaliciakoplowitz.org).