

Implementation research for cancer prevention in Europe grant programme

Application process and guidelines

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Timeline

<i>Call open</i>	December 15 2023 (midday)
<i>Application deadline</i>	March 15 2024 (midnight)
<i>Award Notification</i>	Mid 2024
<i>Grant period</i>	2024-2026
<i>First grant payment</i>	Within one month of the signing of the grant agreement (50,000 USD)
<i>Second grant payment</i>	On approval of ethics (if required) (up to 50% of grant)
<i>Intermediate progress report due</i>	12 months after grant award
<i>Third grant payment</i>	Contingent upon receipt of complete and satisfactory intermediate report including financial report
<i>Final report due</i>	One month after project end date

Background

Reimagining Cancer Research in Europe initiative

[Europe's Beating Cancer Plan](#)¹ represents the EU's political commitment to "leave no stone unturned to take action against cancer"¹ and seeks to mobilise and support action across all aspects of cancer control to "reduce the suffering caused by cancer"¹ for cancer patients and families across the European Union. To enact this ambition, €4 billion Euros of investment has been made available for Member States to support their actions to improve cancer prevention, early detection, diagnosis and treatment, and the quality of life for cancer patients and survivors. The European Union (EU) funding programme for the period 2021 – 2027, "[Horizon Europe](#)" includes a dedicated [Mission on Cancer](#)², which aims to improve the lives of more than three million people by 2030 through prevention, cure and for those affected by cancer including their families, to live longer and better.

In 2021, the Union for International Cancer Control (UICC), alongside the Dutch Cancer Society (KWF) co-hosted a series of [roundtable sessions for leaders of European cancer organisations](#) to discuss common challenges, lessons and collaborative opportunities that aligned with and could potentially complement Europe's Beating Cancer Plan. One of the identified needs and opportunities focused upon the lack of investment in implementation research for cancer prevention in the region. To take this forward, in 2022, a gap analysis was performed by UICC in collaboration with McKinsey&Company, where 16 cancer organisations across Europe were interviewed about topics in research that were neglected by traditional sources of funding. The interviews underscored that research into the implementation of evidence-based cancer prevention strategies lacked adequate national funding in the region, and would benefit from targeted additional support.

Through a series of workshops with interested European cancer organisations, potential next steps, models of collaboration and support were explored. As a result, the initiative to "Reimagine Cancer Research in Europe"

¹ Europe's Beating Cancer Plan: Communication from the commission to the European Parliament and the Council. European Commission.

² https://research-and-innovation.ec.europa.eu/knowledge-publications-tools-and-data/publications/all-publications/implementation-plans-eu-missions_en

was [launched at the World Cancer Congress](#) in October 2022 by UICC with and contributions of the International Agency for Research into Cancer (IARC), KWF and the Swedish and Danish Cancer Societies.

With 40% of cancer cases in the EU being preventable, this milestone initiative reflects a collective effort and a shared ambition to support the translation and scale-up of evidence-based interventions for cancer prevention into health systems across Europe, in support of the Europe's Beating Cancer Plan. Indeed, as noted by Basu et al in 2022, "Implementation research is essential to ensure the timely translation of evidence-based interventions into programmes that effectively improve cancer outcomes"³. As highlighted in the recent Lancet Oncology Commission report⁴, research into cancer prevention, with an emphasis on implementation science, which supports the translation of research into practice, does not receive sufficient support. Further investment is required to leverage the potential of cancer prevention to reduce the growing burden of cancer in Europe.

The main focus of the initiative will be the "**Implementation research for cancer prevention in Europe grant programme**" that will support collaborative research on this topic in Europe, with the intention of initiating projects that can benefit from future funding from the EU. The programme is supported by contributions from the Dutch, Swedish and Danish Cancer societies and facilitate inter-European collaborations between researchers in line with Europe's Beating Cancer Plan and its Mission on Cancer.

Goal

This grants programme is focused upon implementation research for cancer prevention in Europe. Its goal is to support the scale-up of existing evidence-based interventions for cancer prevention into health system policies and practices in Europe to reduce the burden of cancer.

Grants of up to 500,000 Euros, for a maximum duration of two years, will support small groups of principal investigators and their teams based in the EU and eligible non-EU countries to jointly address projects that have the potential to result in substantial advances in the implementation of cancer prevention strategies.

Admissibility and eligibility

All applications and related supporting information will be reviewed to ensure that eligibility criteria are met. To be admissible, proposals must be submitted by an eligible corresponding Principal Investigator (PI) before the call deadline and must be complete, readable, and accessible. To be eligible for evaluation, proposals must include the following:

- As per UICC's due diligence processes, eligible PIs, host institutions (HIs), collaborators, or third parties must not be or associated with alcohol, tobacco or arms/weapons sectors. Potential collaborators or third parties from industries operating in the food and beverage and pharmaceutical sectors will be very carefully reviewed, to ensure that there is no relationship or engagement in the manufacturing or marketing of unhealthy foods (low in fibre and vitamins, high in salt, sugar or fats), such as the fast food sector, and to ensure that any potential conflicts of interest are properly recognised and mitigated.
- Groups of minimum two and maximum four PIs employed by host institutions located in more than one EU Member State or eligible non-EU country, with the provision that one host institution is located in Denmark, the Netherlands, and Sweden.

³ P. Basu, A.L. Carvalho, M. Almonte, V. Chajès and E. Weiderpass. Pulling the investment levers on implementation research in oncology. *Lancet Oncol.* 2022 Apr;23(4):451-452. doi: 10.1016/S1470-2045(22)00025-0.

⁴M. Lawler, L. Davies, S. Oberst, K. Oliver, A. Eggermont, A. Schmutz, C. LaVecchia, C. Allemani, Y. Lievens, P. Naredi, T. Cufer, A. Aggarwal, M. Aapro, K. Apostolidis, A.M. Baird, F. Cardoso, A. Charalambous, M.P. Coleman, A. Costa, M. Crul, C.L. Dégi, F. Di Nicolantonio, S. Erdem, M. Geanta, J. Geissler, J. Jassem, B. Jagielska, B. Jonsson, D. Kelly, O. Kelm, T. Kolarova, T. Kutluk, G. Lewison, F. M eunier, J. Pelouchova, T. Philip, R. Price, B. Rau, I.T. Rubio, P. Selby, M. Južnič Sotlar, G. Spurrier-Bernard, J.C. van Hove, E. Vrdoljak, W. Westerhuis, U. Wojciechowska and R. Sullivan. European groundshot-addressing Europe's cancer research challenges: a Lancet Oncology Commission. *Lancet Oncol.* 2023 Jan 24(1): e11-e56. Doi: 10.1016/S1470-2045(22)00540-X

- Each host institution must confirm its association with, and its support to, the project and the Principal Investigator it hosts during the grant duration.
- Projects must be implemented within the territory of the European Union Member States or eligible non-EU countries.
- In line with EU funding eligibility requirements for host institutions, legal entities in Russia, Belarus or in non-government-controlled territories of Ukraine are not eligible to apply.
- Applications where a PI proposes to commit less than 50% of their time in the EU or an eligible non-EU country will be declared ineligible.
- The proposal's content should be related to the objectives of the call. Research topics eligible for funding include implementation research into primary and secondary cancer prevention strategies (see section below for listed sub-topics). Applications on different topics will be considered out of scope and therefore ineligible.
- Projects should acknowledge and include reference to the necessary ethical review required, and in particular any projects involving screening (i.e. secondary prevention) should follow international ethical standards and demonstrate that the necessary follow-up care is in place in order to be eligible.

If at any point during the evaluation process one or more of the admissibility or eligibility criteria have not been met, the proposal will be declared ineligible, and be rejected.

Research topics

Implementation research

Through implementation research, the grant programme seeks to support the scaling-up of existing evidence-based interventions in cancer prevention, and their integration into health system policies and practices in Europe to reduce the burden of cancer.

Cancer prevention

In line with Europe's Beating Cancer Plan, the grant programme seeks to facilitate and support implementation research across primary and secondary prevention of cancer, in any of the following key areas or topics:

- Improving health literacy on cancer risks and determinants
- Achieving a tobacco-free Europe
- Reducing harmful alcohol consumption
- Improving health promotion through access to healthy diets and physical activity
- Reducing environmental pollution
- Reducing exposure to hazardous substances and radiation
- Preventing cancers caused by infections
- Improving early detection of cancer through screening
- Personalised risk assessment and targeted cancer prevention

Examples of suitable projects:

- Research into the implementation of colorectal cancer screening in rural areas of Romania, using a strategy recently showing promising results in rural Sweden.
- Developing tobacco cessation strategies in Greece, using the Dutch campaign as a guide.
- Investigation into the challenges involved in rolling out single-dose HPV vaccination of adolescents in Portugal informed by the Danish experiences.

Examples of projects ineligible for funding, include clinical research into the development of novel precision prevention methods, or the study of early detection biomarkers, or the use of food supplements in cancer prevention strategies.

Principal Investigators

Grants are open to small groups of a **minimum two and maximum four** principal investigators (PIs) who intend to conduct their research activity in host institutions (HIs) located in EU Member States or eligible non-EU countries listed in the section below.

PIs participating in the group may be of any nationality, age and career stage, and there is no specific eligibility criteria regarding the academic training, although to be competitive, they should be established researchers with a publication list relating to implementation research and/or cancer prevention.

At least one PI per group must work for a host institution located in one of the following countries: **Denmark, the Netherlands or Sweden.**

PIs should ensure a sufficient time commitment and presence throughout the course of the project to guarantee its proper execution. In addition, each PI is expected to spend at least 50% of their working time in an EU Member State or eligible non-EU country.

It is expected that PIs will be able to start their project within 12 months of the application deadline.

Corresponding PI

One of the PIs within the group must be designated as the corresponding Principal Investigator (cPI) who is the main contact person on the grant application who will submit the application, and whose host institution (HI), if selected, will be the main beneficiary, and receive the grant award.

The host institution of the cPI will be responsible for the overall coordination of the project and the distribution of funds to the other beneficiaries, i.e. the partner PIs in their respective host institutions and countries, in accordance with the budgets described in the proposal. Although all PIs will be expected to contribute to the reporting requirements, the cPI is responsible for submission of the necessary reports regarding grant progress to UICC.

Partner PIs

The remaining PIs are referred to as “partner PIs”. There can be a minimum of one and a maximum of three partner PIs, and they must work in eligible host institutions from at least one different country to the cPI. They are co-beneficiaries of the grant; their host institutions will co-sign the grant agreement and they will receive funds directly from the host institution of the cPI.

Applications should describe the contribution of each PI and their team and are expected to demonstrate a collaborative spirit and a joint ambition amongst the group of PIs, highlighting that together they can combine their skills, knowledge, expertise, and access to infrastructures necessary to address the complexity of the project. Applications are expected to justify the feasibility and appropriateness of the working arrangements of the group of PIs that best suit the aims and goals of the proposed collaborative project. If selected for funding, all PIs of the group will be jointly responsible for implementing the project activities in accordance with the description of activities outlined in the proposal and contribute to the grant administration.

The composition of the group of PIs that apply is expected to remain unchanged throughout the lifetime of the grant. If key staff on the project leave their roles, or if there are other significant staff changes or periods of absence, UICC should be notified as soon as possible, and an assessment will be made as to the impact of this change on the ability of the grant to deliver against the original plans and timelines. If the necessary skills, expertise, or capacity is no longer available to deliver the grant, appropriate measures will be taken to minimise risk, and optimise use of funds already expended.

If during the timeline of the project, the collaboration between PIs does not prove to be successful i.e. one or more PI(s) or host institution(s) is not contributing as outlined in the application, and the overall project is not proceeding as planned, UICC will assess, in conjunction with the cPI, the future of the project, and any remaining financial instalments.

Collaborators, third parties and subcontractors

Projects can include collaborators, third parties and/or subcontractors. Collaborators and third parties are not direct beneficiaries of the grant, but provide input, for example the Ministry of Health of a respective country may act as a collaborator, or a private company can contribute as a third party but will not receive funds. The latter could include for example, private for-profit research centres, including industrial laboratories. Collaborations with the private sector or industry will be subject to the necessary due diligence as part of the review process, with applicants required to include the potential reputational risks related to the collaboration in the risk register. This could include for example, potential conflict of interest in terms of the outcomes of the study, potential adverse media coverage, in addition to the potential risk of the collaboration failing to deliver due to a lack of financial resources, with information regarding the industry or the private sector's financial stability, with details on how it is funded, structured, governed and its level of internal controls to ensure that it can deliver the project being included in the application.

The use of sub-contractors is permitted, but must be fully justified, and selected via a transparent procurement process appropriate to the level of funds to be engaged and in line with the guidelines of their institution.

Host Institutions

PIs must be employed by host institutions that are legal entities as defined by national law (public or private bodies) and established in one of the eligible countries; or by international organisations located in one of the eligible countries (see section below).

Each host institution provides a host support letter offering their support to the PI(s) hosted by them for the duration of the grant. PIs do not need to be employed by their host institution at the time when the proposal is submitted but should be by the time the grant period starts.

It is expected that the research project will be implemented within the territory of the European Union Member States or eligible non-EU countries.

Eligible countries of host institutions

To be eligible, one of the group of PIs applying should be employed by a host institution located in [Denmark](#), [the Netherlands](#) or [Sweden](#). The remaining PIs should be from at least one other of the eligible countries described below:

EU Member States:

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czechia, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Poland, Portugal, Romania, Slovakia, Slovenia, Spain.

EU Overseas countries and territories:

Aruba, Bonaire, Curaçao, French Polynesia, French Southern and Antarctic Lands, Greenland, New Caledonia, Saba, St. Barthélemy, Sint Eustatius, Saint Pierre-et Miquelon, St.Maarten, Wallis and Futuna.

European Economic Area (EEA) countries:

Iceland, Liechtenstein and Norway

European Union (EU) associated countries:

Albania, Armenia, Bosnia and Herzegovina, Faroe Islands, Georgia, Iceland, Israel, Kosovo, Moldova, Montenegro, North Macedonia, Norway, Serbia, Tunisia, Turkey, United Kingdom and Ukraine

In line with EU funding eligibility requirements for host institutions, legal entities in Russia, Belarus or in non-government-controlled territories of Ukraine are not eligible to apply.

Funding

Award amount

A maximum of EUR 500,000 will be provided for a maximum period of two years. The total requested grant should reflect a realistic estimation of the project needs and should not be unnecessarily inflated to reach the maximum grant level. The review committee will review the requested grant and recommend the total amount to be awarded based on the needs of the project, and the budget provided. The review committee may also request modifications to the budget breakdown in the application.

The amount of the awarded grant represents a maximum overall figure, the final amount to be paid must be justified based on the actual costs incurred for the project during the project life cycle and it may be lower than the budget requested. A maximum rate of 15% can be applied for indirect costs. Any unspent funds will be required to be refunded to UICC at the end of the project.

Multiplier funding

Applicants should provide information regarding any other funding proposal that is underway, or will be submitted to support this project, or a related extension or component of the work. Applicants should avoid any potential double-funding, i.e. the inclusion of the same budget item in more than one grant.

Grant disbursement

Funds will be disbursed in tranches. The first tranche will be for a maximum of 50,000 Euros, to be disbursed upon signature of the grant agreement. This will support any start-up costs, including in-country or institutional ethics procedures necessary to move ahead with the grant.

The second tranche, for approximately 50% of the overall grant requested, will be disbursed once the project is moving ahead, and all ethical approvals have been received.

The third and final tranche will be disbursed, upon satisfactory reporting of the first and second instalments. Budget and reporting templates will be provided.

Grant beneficiary

While all host institutions of the PI group sign the grant agreement, the grant main beneficiary will be the host institution of the corresponding PI. The cPI and their host institution are responsible for ensuring that all contributing partner PIs receive the funds in line with the budget in the proposal.

When selecting which PI to be designated as cPI, each host institution should be considered by the group of PIs to determine whether it has the necessary administrative infrastructure to manage a large grant and disburse funds to collaborating PIs.

Subcontracting

Subcontracting should normally constitute a limited part of the project and its use will need to be sufficiently justified in the application. Tasks may not be subcontracted to individuals who are formally part of the project team of the applicant PIs.

Financial reporting

The PIs will be required to provide an update on budget expenditure against forecast during the mid-term project report and provide a reforecast for the remainder of the project. Therefore, as noted above, the overall award amount may be adjusted and decreased, within the overall award amount, to reflect funding required.

Evaluation process

The evaluation process will be conducted by a peer review panel composed of experts working in the field of implementation research and cancer prevention. The review panel may be assisted by independent external experts. Members of the review panel are selected by the Steering Committee based on their expertise in cancer prevention and implementation science, and efforts will be made to ensure that the review panel is gender-balanced and ethnically diverse.

In the event that many applications are received (more than 50), the evaluation process will be split into two separate steps and the review panel will initially receive an extended synopsis and the Principal Investigators' CVs and Track Records for review in the first step. In this case, the proposal section will be evaluated only for applications reaching the second step of the evaluation process. PIs of applications selected at the second step will be invited for virtual interview in the third step of the evaluation process.

If fewer than 50 applications are received, the full proposal will be reviewed by the review panel in step 1, and there will be a second round of interview for applicants passing the first step.

Evaluation criteria

Selected research projects will be expected to demonstrate and will be evaluated by reviewers upon the following overarching criteria. Please note, these criteria will not necessarily be given equal weighting during the evaluation process.

Alignment: The alignment of the project with the aim of the grants programme, including alignment with European's Beating Cancer Plan and the Cancer Mission Implementation Plan, and the extent to which the proposed project leverages the lessons learned and experience regarding the implementation of an intervention already established by another country. This criteria will also reflect upon the potential for the proposed project to benefit from EU funding.

Quality: The quality and rigour of the research study proposed, including for example, if the proposed research methodology is appropriate and feasible to address the stated research questions and objectives of the study.

Need: The extent to which the research proposed addresses a clear and defined need in cancer prevention, specifically in terms of the target audience of the intervention.

Inequity: The potential impact in addressing inequity and inequalities in their specific context.

Engagement of target audience: The level to which the target audience is consulted and engaged in the design of the project from its outset as well as throughout its lifetime.

Sustainability and scalability: The level to which the proposed project addresses, plans and envisages potential scale-up and sustainability within the health system, including the level to which it is embedded within existing health system structures: the engagement of relevant and key policy-level stakeholders, the target audience, and the acknowledgement and alignment with existing and/or complementary national initiatives, the identification, with stakeholders, of necessary indicators to measure the scale-up.

Collaboration: The nature and extent of the collaborative dynamic that underpins the project.

Impact: The extent to which the proposed research addresses important challenges in the implementation of cancer prevention. The proposed overall impact of the proposed project, and its long-term value.

Resources: The extent to which the PI group has the necessary personnel and infrastructure in place to execute the project and whether the proposed timescale and resources requested are necessary and properly justified.

Research integrity, open access, personal data

Research integrity

Cases of scientific misconduct such as fabrication, falsification, plagiarism or misrepresentation of data may result in the rejection of the proposal from the current call and in a possible restriction on submission of proposals to future calls. All alleged or suspected cases of scientific misconduct will be assessed.

Open Access

The programme is committed to the principle of open access to any published output of research, including in particular peer-reviewed articles. Beneficiaries of grants must ensure immediate open access to all peer reviewed scientific publications related to their results. Beneficiaries must ensure that they or the authors retain sufficient intellectual property rights to comply with their open access requirements.

Publishing costs can be considered as eligible costs provided that the publishing venue (e.g., journal, book) is fully open access. Whenever a project generates research data, beneficiaries are required to manage it in line with the principles of findability, accessibility, interoperability, and reusability as described by the [FAIR principles initiative](#), and establish a data management plan within the first six months of the project implementation. Open access to research data should be ensured under the principle 'as open as possible, as closed as necessary'. These provisions are designed to facilitate access, re-use and preservation of the research data generated during the funded research work.

Personal data

Personal data will be kept and processed for the purposes of the management and implementation of grants. The detailed conditions for the processing of personal data are set out in the [SmartSimple Privacy Statement](#) and are in line with the European GDPR regulations.

Proposal submission

A proposal is submitted by the corresponding Principal Investigator (cPI) before the submission deadline. The cPI will be the administrative contact point for the group and the main recipient of the grant if selected. All principal investigators in an application have a joint responsibility for the timely submission of the group's project on behalf of their host institutions, which are the applicant legal entities.

Applicant roles

The **minimum configuration** for a group in any given project is:

- 1 Primary corresponding principal investigator (cPI)
- 1 Partner principal investigator (PI)

Type	Role	Minimum per project
Corresponding PI (cPI)	Central contact point for UICC; represents the group (towards UICC)	1
Partner PIs	PIs in group in addition to cPI who participate as beneficiaries (i.e. their host institutions also sign the grant agreement)	minimum 1, maximum 3
Third party or collaborator	Contributes to the project and is not a recipient of project funding.	Optional
Subcontractor	Invoiced	optional

Corresponding PI (cPI)

This person is the main person responsible for the application. As such, they submit the proposal and subsequent reports on behalf of the group of PIs.

After the call submission is closed, a new cPI can be assigned only by UICC staff. If such a replacement becomes necessary, the cPI should send a request to UICC in line with the guidance above regarding staff changes during the project.

The cPI should:

- invite partner PIs from the PI group to access the online application on SmartSimple (only one individual can access the application at any given time).
- assign representative(s) within their organisation with the legal authority to sign the host letter of support and, if selected, the grant agreement on behalf of the host organisation, and, as the host institution of the cPI is the main beneficiary, to receive and administer the funds to the host institutions of the partner PIs.
- complete the application in SmartSimple and ensure all required documents have been provided by the partner PIs.
- submit the application before the application deadline.

Proposal structure

A complete proposal consists of the following elements and must be submitted by the cPI using the SmartSimple application platform. The cPI should complete the online forms and submit the application, and can also invite the partner PIs to contribute on SmartSimple if they wish. However it is only the cPI, ie the person who initially created the application, who can submit the application on SmartSimple.

Depending on the number of applications received, if the evaluation proceeds in two steps, only parts A and B1 will be made available to reviewers in the first step.

1. Part A: Administrative forms
2. Part B1: Extended synopsis: 1000 words/2 pages
3. Part B2: Detailed project description: 15 pages
4. Annexes

Part A: Administrative forms

A.1 General information

A1.1 Project title

The proposal title should be no longer than 200 characters (with spaces) and should be understandable by a non-specialist in the field.

A1.2 and 3 Anticipated start and end dates of project

The formal start date should not be any earlier than six months after the call for applications closes, unless the applicants have already received ethical approval for the project, or none is necessary, then the start date of the project can be a minimum of four months after the call closes.

A1.4 Project duration (months)

The project duration should be no longer than 24 months.

A1.5 Amount requested (Euros)

The overall amount requested for the project should be indicated.

A1.6 Key priority areas of the programme

Select which priority area is most relevant to your proposed project, more than one can be selected.

- Improving health literacy on cancer risks and determinants
- Achieving a tobacco-free Europe
- Reducing harmful alcohol consumption
- Improving health promotion through access to healthy diets and physical activity
- Reducing environmental pollution
- Reducing exposure to hazardous substances and radiation
- Preventing cancers caused by infection
- Improving early detection of cancer through screening
- Personalised risk assessment and targeted cancer prevention
- Other

If you select “other” please provide details.

A1.7 Keywords

Enter three text keywords that best characterise the scope of the proposal.

A1.8 Abstract

Include an abstract of maximum 2,000 characters.

A1.9 Budget summary table

Complete a simplified budget table summarising the total estimated costs of the project and the total amount requested.

A1.10 Excluded reviewers

List the names of any individuals who should not act as evaluator in the evaluation for potential competitive reasons.

A2 Participants and host institutions

A2.1 List of participants

Complete the table with all stakeholders in the project, including the participating PIs, their teams, collaborators, third parties and sub-contractors and all participating host institutions, including their full addresses and webpages.

A2.2 Curriculum vitae of all participating PIs

Please upload the curriculum vitae and track records of all participating PIs (four pages maximum per PI), including their personal details, description of their education, key qualifications, current position(s) and relevant previous positions, plus a list of up to ten research outputs that demonstrate how each PI has advanced knowledge in their field, with an emphasis on more recent achievements. Each PI should specify any current research grants and their subject, and any ongoing application for work related to the proposal.

A2.3 Principal investigator declarations

All principal investigators should complete and sign the following mandatory declaration which should be compiled into a single pdf document and uploaded:

- I confirm that all listed participants in my PI-group have given their written consent regarding their involvement and the content of the proposal, including team members and collaborators.
- I confirm that the information contained in this proposal is correct and complete and that none of the activities or research proposed that contribute to the main focus of the grant have already been started prior to submission of the proposal.
- I declare to be fully compliant with the eligibility criteria set out in the call and not to be subject to any exclusion grounds under the [EU Financial Regulation 2018/1046](#), and that my host institution has the financial and operational capacity to carry out the proposed project.
- I have read, understood and accepted the [SmartSimple Privacy Policy](#) that sets out the conditions of use of SmartSimple and the scope, purposes, retention periods, etc. for the processing of personal data of all data subjects whose data will be communicated for the purpose of the application, evaluation, award and subsequent management of the grant (including financial transactions and audits).
- I declare that the proposal complies with ethical principles (including the highest standards of research integrity as set out in the ALLEA European Code of Conduct for Research Integrity, as well as applicable international and national law, including the Charter of Fundamental Rights of the European Union and the European Convention on Human Rights and its Supplementary Protocols. Appropriate procedures, policies and structures are in place to foster responsible research practices, to prevent questionable research practices and research misconduct, and to handle allegations of breaches of the principles and standards in the Code of Conduct.
- I confirm that a minimum of 50% of my working time is in an EU Member State or eligible non-EU country.

A2.4 Host Institutions financial statuses

Documents showing the financial situation of each host organisation, collaborator or third party institution for the last two closed financial years (audit report produced by an approved external auditor etc) should be provided.

A2.4 Host Institutions support letters

For each host institution, upload a signed and stamped letter of support where the legal representative of the host institution commits to hosting the PI for the duration of the grant.

Part B1: Extended synopsis

This should be a concise synopsis of the proposal of a maximum in length of 1000 words particular attention to:

- The key priority area(s) of the grants programme addressed.
- The research questions posed, the project goal, aims and objectives.
- A description of the collaborative nature of the project and the stakeholders involved.
- A brief outline of the proposed research methodology.
- The envisaged outcomes and impact, including how the project will inform future policy and practice.

References do not count towards the page limit.

As noted, if a large number of applications are received, the evaluation process will be split into two separate steps and reviewers will receive the general information and budget summary (part A), the extended synopsis (B1) and the Principal Investigators' CVs and Track Records for review in the first step. In this case, the B2 proposal section be evaluated only for applications reaching the second step.

Part B2: Detailed project description

This should be a detailed description of the proposed project, demonstrating its research methodology and potential impact. It consists of the following sections:

- B2.1 Background and rationale
- B2.2 Project location(s)
- B2.3 Target population and needs analysis
- B2.4 Goal, aims and objectives
- B2.5 Description of intervention
- B2.6 Research methodology
- B2.7 Project plan
- B2.8 Operational model of the PI group
- B2.9 Budget
- B2.10 Risk management
- B2.11 Project monitoring and evaluation of impact
- B2.12 Sustainability and scalability
- B2.13 Ethical considerations

B2.1 Background and rationale

Describe the background of the proposed project and its rationale, including its relevance to the scope of the grant programme, and how it aligns with the ambitions and goals of Europe's Beating Cancer Plan and the Mission on Cancer.

Explain how the project builds on the results of past activities and how they are complementary to activities currently being carried out by other organisations or national programmes for cancer prevention.

B2.2 Project location(s)

Describe the European dimension of the proposed activities, including its trans-national aspects and any potential for future cross-border collaborations. Mention which countries will benefit from the project (both directly and indirectly), highlighting any impact/interest for neighbouring countries.

Describe the locations where the research activities will take place, describing their specific contexts and demographics, and giving reasons for their selection.

Include relevant information regarding the national health systems and current delivery of services in terms of cancer prevention and provide information about the capacity for change regarding the adoption of the proposed intervention.

B2.3 Target population and needs analysis

Describe the target population in terms of age, gender, ethnicity, socioeconomic status, and location (urban/rural/suburban).

Describe how the project responds to the target population's needs, including information regarding the issue or gap that the project aims to address and a justification of the relevance of this project, at this current time and in this context. Please include a description of the mechanism or approach used for ensure a sufficient understanding of the population's needs.

B2.4 Goal, aims and objectives

Outline the main research questions posed that define the scope of the project, and state the project's goal and aims, including the specific changes and benefits that you want to achieve.

List objectives that are measurable, which, given the scope of the call for applications should focus on implementation research-related outcomes⁵. These should be appropriate and feasible within the timeframe of the project and respond to the research questions posed and the project's aims.

B2.5 Description of intervention

Describe the intervention to be implemented that will be used to address the project's objectives, including references and information demonstrating that it is evidence-based and appropriate to the context.

Please indicate if/how key stakeholders and the target population have been engaged in the development of the project and/or have informed the proposed intervention, including for example, the potential for the intervention's acceptance and adoption and the readiness for change resulting in its potential sustainable integration within the health system.

B2.6 Research methodology

Describe the data collection methods involved, including mention of why they are suitable for achieving the project's objectives in the most cost-effective way. Where relevant, describe how the sample sizes are to be estimated to ensure statistical significance. Explain how data obtained will be analysed, including if needed the statistical model used.

B2.7 Project plan

Complete and upload the project plan template ([Annex 1: Project plan](#)) with as many activities as needed for your project, describing each activity's related tasks.

Please ensure that all key activities and tasks on the project are listed, including those related to ethics, consultancies, research uptake and dissemination activities planned.

Each task should indicate the PI(s) associated with the task, and the cells in the timeline should be shaded to show the timing and duration of each task of an activity.

Key milestones should be indicated by shading in orange where appropriate, for example, receiving ethics approval may be considered a key milestone in the progress of the project.

B2.8 Operational model of PI group

Describe how the different PI teams will bring together the necessary skills, knowledge, and expertise to implement the proposed project, and how they will complement each other. Describe the team's experience with the study setting, the intervention, and the planned research.

Explain the decision-making mechanisms to be implemented by the group and explain the feasibility of the working arrangements of the group of collaborating PIs located in different countries. Indicate the arrangements adopted for the financial management of the project and how the financial resources will be allocated and managed within the group.

B2.9 Budget

Complete the template budget table provided and upload as [Annex 2](#), including a detailed breakdown of costs, and include a full estimation of the project costs, relative to each of the participating PI groups.

Grants can cover up to 100% of the total eligible direct costs of the research, plus a contribution of 15% of the total eligible costs towards indirect costs.

⁵ E. Proctor, H. Silmere, R. Raghavan, P. Hovmand, G. Aarons, A. Bunger, R. Griffey, M. Hensley. Outcomes for implementation research: conceptual distinctions, measurement challenges, and research agenda. *Adm Policy Ment Health*. 2011 Mar;38(2):65-76. doi: 10.1007/s10488-010-0319-7. PMID: 20957426; PMCID: PMC3068522.

Eligible direct costs include personnel costs for the key staff included on the project, subcontracting, travel and subsistence, equipment, consumables, and other direct costs for example open access publication costs .

Each budget item should include a description and justification in the associated field in the table labelled “Additional information”.

Eligible direct costs should meet the following criteria:

- be incurred by the beneficiary PIs during the duration of the grant, with the exception of costs relating to final reports, and be indicated in the budget table in Annex 3.
- be necessary for the implementation of the activities directly related to the grant, be reasonable, justified and comply with the principle of sound financial management, in particular regarding economy and efficiency.
- be identifiable and verifiable, in particular being recorded in the accounting records of each PI’s host institution and determined according to the accounting standards of the relevant country where the host institution is/are established where relevant. The internal accounting and auditing procedures of the host institution(s) must permit a direct reconciliation of the costs and revenue declared in respect of the activities of the grant with the corresponding accounting statements and supporting documents, if they were to be required.
- comply with the requirements of the relevant host institution’s country’s tax and social legislation where relevant.

The following costs are ineligible:

- Any costs incurred prior to the project start date
- exchange losses
- costs of transfers charged by the bank of a beneficiary
- costs declared by the beneficiary in the framework of another grant
- contributions in kind, such as voluntary work, equipment or premises made available free of charge, deductible value added tax

Personnel Costs

Costs of non-salaried personnel, who are specifically engaged with a project activity or task, and not part of the project team, associated with a PI, should be included in the budget table under Activity costs.

Salaried and/or permanent members of staff of the relevant institution, and formal members of the project team from each PI group, should be included under ‘Project teams personnel costs’. The percentage full time equivalent (FTE), should be indicated, with 1 FTE being equivalent to a member of staff working full time on the project. Any salary costs should include any fringe benefits, such as social benefits or any other remuneration component included within the salary structure, and as paid by the host institution’s financial department, and subject to local relevant legislation or policy for the entire duration of the project.

Travel

An estimate of any expected travel costs should be included, with mention of the number of trips and their nature (purpose, duration, distance, etc.) in the Additional information cell. Airfares, accommodation, local transportation, subsistence costs should be included. All of these need to be in line with the institutional and local regulations and policies.

Equipment

Purchase (or usage) of any equipment needed for the project should be included. As per subcontracting costs, purchase of equipment should be managed as per the institution’s financial policies, guaranteeing value for money and fair competition, and mitigating against potential conflicts of interest.

Consumables

Where possible, give details regarding the type of consumables and related activity in the “Additional information” box.

Other additional direct costs

This can include direct costs which do not fall under any of the above mentioned categories, for example publication costs regarding open access etc.

Subcontracting

Subcontracting includes any task that will be completed by an outside independent party who is not otherwise involved in the project itself. Subcontracted tasks should be set out in the description of the relevant activity and the corresponding estimated costs must be set out in the budget table. Subcontracting may not cover core tasks of the proposed project.

Subcontracting should be managed as per the institution’s financial policies, ensuring fair competition, and the best price-quality ratio. This should include for example, a tendering process for subcontracts of higher value. Care should be taken to avoid conflict of interests.

B2.10 Risk management

Complete the risk register template provided to allow an evaluation of the project’s feasibility and potential risks in achieving the intended outcomes of the project. Upload as **Annex 3**, including critical risks, uncertainties or difficulties related to the implementation of the project, and the measures for addressing them, outlining the contingencies should activities not work out as planned. Indicate for each risk the impact and the likelihood that the risk will occur (high, medium, low).

B2.11 Project monitoring and evaluation

Briefly describe the short, medium, and long-term outcomes and impact of the project. Consider both the direct and indirect effects that the project could have on individuals, organisations, and society.

- a) Upload a logical framework (template available if needed) as **Annex 4** to describe the project’s plan for monitoring and evaluation. Define appropriate indicators for monitoring the progress of the project and for measuring the achievement of the anticipated outcomes (including a baseline value and a target value) in terms of their relevance, effectiveness, and efficiency.
- b) Describe how the project’s target population will potentially benefit from the project and what would change for them. Discuss whether the project’s outcomes could lead to economic, social, or environmental change. Describe the potential impact of the project relative to inequity and inequalities in their specific context.

Optional: A theory of change diagram may also be uploaded to describe the causal pathway of steps required to achieve the intended outcomes.

B2.12 Sustainability and scalability

Describe the intended follow-up of the project after the funding ends and how its impact can be sustained. Explain how the proposed project aligns with current policy trends and describe how it can potentially be scaled-up, embedded and institutionalised within the health system. Describe the level of planned engagement with relevant key stakeholders, and the alignment with existing and/or complementary national initiatives.

Identify which parts of the project could be scaled up by national funding, and those that could be eligible for EU funding, and explain how the project will maximise the opportunity that this is achieved.

B2.13 Ethical considerations

Describe the main ethical issues associated with the project, and how will they be addressed i.e. to which ethics committee or Institutional Review Board will the project be submitted. A copy of the ethics approval will need to be received by UICC before the project can proceed. Projects should acknowledge and include reference to the necessary ethical review required, and in particular any projects involving screening (i.e. secondary prevention) should follow international ethical standards and demonstrate that the necessary follow-up care is in place in order to be eligible.

Tasks of the corresponding PI

Create a SmartSimple account

Go to SmartSimple via [this link](#) and register with your first name, last name and e-mail address.

You will receive an e-mail to the address that you specified containing a link and you will be asked to choose and confirm a password.

Return to the SmartSimple [homepage](#) and log in with your registered e-mail (username) address and password.

Your **password and username** is personal — do NOT share it with colleagues or anyone else. All transactions made with your account (*username, password*) will be considered as having been made by yourself. Keep your password secure and change it regularly.

From the list of UICC grant and fellowship opportunities, select '**Implementation research for cancer prevention in Europe**' grants and create a new application.

You can **give access** to your proposal to all participating PIs by inviting them through SmartSimple. They will receive an email through Smartsimple and will also need to register to gain access to the application. Please note: only one individual can edit a proposal at any one time, others logging in will only have read-access. As the creator of the application, only you as cPI, will be able to submit the application.

Register all participating host organisations if they are not already registered in SmartSimple. You will need to provide basic administrative information, in addition to the contact details.

Ensure that you have the written agreement of all partner PIs to submit the application.

Quality check

Check that the application is coherent and complete. Make sure that all sections are completed, and no annexes are missing.

Confidentiality

UICC will treat your proposal **confidentially**, as well as any related information, data and documents received. Evaluators are also bound by an obligation of confidentiality.

Please do NOT discuss your proposal with persons that might act as expert evaluator or be otherwise involved in the evaluation, since this could lead to a conflict of interest with adverse consequences both for you and the concerned person.

Security, data protection and document retention

Your proposal and all the information received from you will be stored under secure conditions. The SmartSimple is a closed, secured platform with multiple safeguards.

After the evaluation, we will keep the proposals for audit trail purposes (at least five years for unsuccessful proposals and 10 years after project end for successful proposals and, possibly, longer if needed for controls, checks and audit purposes).

Personal data will be handled according to the [SmartSimple Privacy Statement](#)

After the call deadline

Once the call deadline has passed, no further corrections or re-submissions are possible. However, you can have read-only access to the submitted proposal.

Failed submission

If you think that submission of your proposal failed and this was due to a technical error, please contact UICC on fellows@uicc.org

You should secure a PDF version of the part B and annexes of your application holding a time stamp before the call deadline, as well as proof of the alleged failure (*screenshots*). You may be requested to provide these items.

Grant Agreement

After award notification, a grant agreement document is signed by representatives from the PIs' host institutions and returned to UICC before the initial payment can be made to the cPI's host institution.