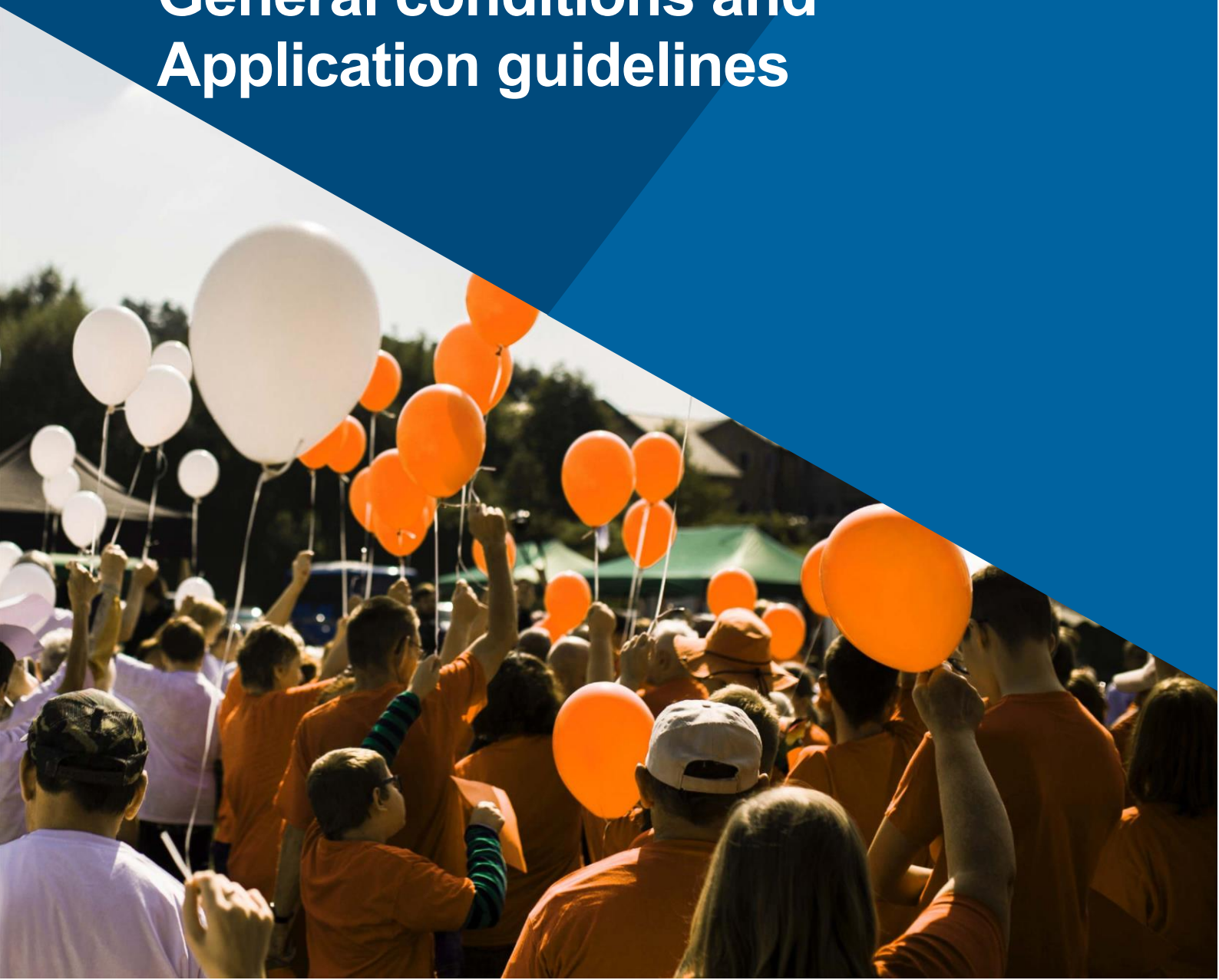




A MEMBERSHIP ORGANISATION  
FIGHTING CANCER TOGETHER

# 2022 Yamagiwa-Yoshida Memorial International Cancer (YY) Study Grants: General conditions and Application guidelines



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UICC wishes to thank its partner, the Japan National Committee for UICC for its continued generous support for the Yamagiwa-Yoshida Memorial International Cancer (YY) Study Grant Programme



## 2. General Conditions

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### Introduction

[Union for International Cancer Control \(UICC\)](#) is dedicated to taking the lead in convening, capacity building and advocacy initiatives that unite and support the cancer community to reduce the global cancer burden, promote greater equity, and ensure cancer control continues to be a priority in the world health and development agenda. Founded in 1933 and based in Geneva, Switzerland, UICC is the largest and oldest international cancer organisation.

With over 1,200 members in 172 countries, UICC represents the world's major cancer societies, ministries of health and patient groups and includes influential policy makers, researchers and experts in cancer prevention and control. UICC also boasts more than 50 strategic partners. UICC Fellowships programmes have been running for almost 60 years and have provided over 4,100 cancer professionals from countries around the world the opportunity to learn new skills in cancer control that they can implement in their institutions upon their return home. For more information about UICC fellowships, please visit <http://www.uicc.org/capacity-building/grants/fellowships>.

The [Yamagiwa Yoshida Memorial International Cancer \(YY\) Study Grants](#) programme was launched in 1975 by the [Japan National Committee for UICC](#), who has been a full UICC member since 1948. For over four decades, the YY Study Grants has provided over 500 established cancer professionals the opportunity to initiate or pursue research projects with international collaborators with whom they can exchange knowledge, skills and techniques. The YY Study Grants consist of training of postdoctoral cancer researchers through three-month international collaborative projects. The annual YY Study Grant call opens each year in Autumn, however as a result of the COVID-19 pandemic and its impact on international travel and global health, the 2021 call was cancelled.

The 2022 call will open on **Thursday, 1 September 2022** and will close at midnight CET on **Wednesday, 30 November 2022**.

The YY Study Grants is one of three programmes that make up the UICC fellowship portfolio in 2022, which includes the [Technical Fellowships](#), with its sub-programme translated into French for Francophone Africa, [Bourses pour l'Afrique Francophone](#) and the [Virtual Fellowships](#) programme that was launched in response to the coronavirus pandemic, and is an online alternative to in-person visits allowing cancer professionals from UICC member organisations to obtain expert learning and guidance in cancer control through one-to-one video calls with experts in English, French or Spanish. The Technical Fellowships and Virtual Fellowships programmes are open between the end of January and December.

### Objectives of the YY Study Grants

The [Yamagiwa-Yoshida International Memorial \(YY\) Study Grant programme](#) aims specifically at supporting established cancer investigators from any country to:

- initiate, set up or pursue bilateral cancer research projects with collaborating investigators abroad
- exchange complementary research skills and materials
- receive training in advanced experimental cancer research methods and techniques

### Call for proposals

The YY Study Grant call opens on Thursday, 1 September and will close at midnight CET on Wednesday, 30 November 2022, with notification of results to candidates in January 2023. The 2022 YY Study Grant visits should therefore be planned to take place in 2023.

## Number of YY Study Grants available

A minimum of six YY Study Grants are available.

## Maximum value of YY Study Grants

Up to a maximum of US\$ 10,000 per Study Grant is available.

## Selection Criteria and Application Review

Basic, translational, implementation, public health, clinical or applied research projects in the field of cancer are encouraged.

In 2022, in view of the global pandemic and its continuing impact, priority will be given to research applications on the topic of "**COVID-19 and Cancer**".

All applications undergo a preliminary review for eligibility and completeness. Any application that is incomplete or does not comply with the eligibility criteria outlined below will not be considered by the Selection Committee and will be automatically rejected.

Eligible applications will be evaluated by an independent Selection Committee according to a peer-review process, and final decisions will be made by the Programme Chair based on the Committee's evaluations and the budget available.

The following criteria will be considered by the Selection Committee when evaluating the proposals:

1. Significance and quality of the proposed project
2. Scientific background and experience of the candidate
3. Anticipated impact on research activities in the home country upon return
4. Anticipated impact on career path and professional development of candidate
5. Suitability and quality of host institute
6. Appropriate duration of the fellowship period

The Selection Committee's evaluations are confidential and cannot be divulged to applicants. The funding decisions are final and cannot be appealed.

## Target candidates

The target candidates of the YY Study Grants are established cancer researchers, including clinicians, epidemiologists, and/or public health professionals.

## Eligibility criteria

- YY Study Grants are not aimed at supporting clinical training, and applications that are clinical observerships are not eligible; please refer to the [Technical Fellowships programme](#) for such projects.
- Applications that include requests for basic training, courses, lectures, meetings, conferences, congresses, etc. are not eligible.
- Applicants must have been awarded their PhD (or equivalent) at least two years prior to the publication date of the call for proposals, i.e. 1 September 2022. First-professional degrees will not be considered in themselves as PhD-equivalent, even if recipients carry the title "Doctor".
- Applicants may be of any nationality and may reside in any country in the world at the time of the application, provided it is different from the country of the host organisation.
- Applications should ideally be for a visit of a minimum period of three consecutive months. Shorter durations should be fully justified and have a corresponding reduced requested award amount, and candidates applying for a visit of two months or less should apply for a [Technical Fellowship](#) instead.
- Applicants must have track record of publications in cancer research (basic, clinical or public health research) in peer reviewed scientific journals.

- To permit effective communication at the host institute, applicants and host supervisors must have adequate fluency in a common language.
- Applicants attached to commercial entities or have associations with the tobacco and alcohol industries are not eligible to apply.
- Only one UICC fellowship (including Technical Fellowships and YY Study Grants) can be awarded during the same calendar year.
- Applicants who have already obtained a UICC fellowship in the past may apply for further UICC awards only if they are a member of the Association of UICC Fellows and at least one year has passed since the start date of their previous fellowship visit.

## Host supervisors and institutions

It is the responsibility of applicants to identify a suitable host supervisor, to contact them and obtain their agreement to host them for three months.

For examples of host institutions, applicants are encouraged to visit the [YY Study Grants](#) as well as the [Technical Fellowships](#) websites, where there is a list of the previous years' awardees and the institutions they visited. In addition, applicants should look at the [Map of UICC member organisations](#) for potential hosts, where they can search by country or discipline.

The host supervisor should prepare a one-page resume of their project-related activities and publications and a letter inviting the applicant to visit them for their YY Study Grant. They should send these two documents to the applicant for them to upload as part of their online application. The applicant should also invite the home and host supervisors via the SmartSimple platform to register and submit online host supervisor forms (see p10 for more details).

## Fellowship Conditions

As UICC Fellowships are intended to support the development of human resources for cancer in the home institution and country of the Fellow, UICC Fellows, including those awarded a YY Study Grant are expected to return to their home institutes/country at the end of the fellowship period.

Fellowships cannot be granted to candidates who are already physically present at the proposed host institute whilst their applications are under consideration i.e. the period between the closing date for applications and receipt of the countersigned Letter of Award by UICC.

Fellowships are granted subject to adequate funds being available.

The original duration of the YY Study Grant cannot be prolonged, or run concurrently with other awards, even those funded by other agencies. The visit can however be extended by a maximum of two months subject to the written approval of home and host supervisors, however, no additional funds will be made available by UICC.

Fellowships may not be financially supplemented by agencies other than the home or host institutes, or the Fellows themselves. Should return of the Fellow to their home country be delayed for more than six months and without prior approval from UICC, 50 percent of the Study Grant must be reimbursed to UICC.

Fellowship visits should take place in one single visit (i.e., one three month visit for YY study grants – not over a series of shorter visits).

Fellowships that are terminated prematurely must be notified promptly to UICC and appropriate funds relative to the time remaining for the YY Study Grant be reimbursed.

The UICC requires an end-of-project report in English within one month after the end of the fellowship visit, in addition to the completion of a post one-year online survey.

## YY Study Grant Awards

The YY Study Grant awards are based on candidates' estimates for travel and living costs, published fares and are only intended to be a contribution, and are not intended to completely cover all travel, or normal salary or income levels. They are for the initial travel from home to host countries but do not include internal travel within the home and/or host countries. Costs for visa, passports, airport taxes etc. are the responsibility of the Fellows.

The awards do not cover medical care, insurance, or taxes; none of which UICC or the Japanese National Committee are liable for. They also do not provide support for accompanying dependents.

## End of project reports

Within one month of the end of the project, a report describing the work undertaken and the results achieved must be submitted to the UICC, using the template provided. To enhance the presentation of the report, high-resolution photos of the Fellow at the host institution, preferably with their host supervisor should be included. This report must be approved and the performance during the fellowship evaluated by the host supervisor.

Failure to comply with the completion of an end of project report may result in the request for the return of UICC funds. Both home and host supervisors will be notified should this occur.

## Post one-year survey

Approximately one year after completion of the YY Study Grant and the return of the applicant to her/his home institute/hospital an online survey will be sent to the Fellow to complete to provide longer term feedback on the potential outcomes and impact of the fellowship.

## Association of UICC Fellows (AUF)

Upon successful completion of a YY Study Grant, i.e. submission of the endorsed end-of-project report to UICC, Fellows are invited to join the Association of UICC Fellows (AUF). Life-time membership carries a subscription fee of US\$ 50 and members receive a certificate pdf. Only Members of AUF are eligible to submit a further application for a UICC fellowship or YY Study Grant. New members who work in developing countries or in Eastern Europe may benefit from a one-year complimentary subscription to the UICC International Journal of Cancer, a generous offer made by its Publishers, Wiley & Son Inc., New York.

## 3. Application Guidelines

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In 2022, applications for the YY Study Grants will be received and processed through the SmartSimple grants management system. Information on how to access the platform, create your profile and submit your application are described below:

### Register an account and login

- Please click [here](#) to access SmartSimple grant management platform
- If you are a new user in SmartSimple, you will be required to click the **'Register here'** button under 'New to the system?' and complete the registration process.
- After registering, you will receive an email with a link to create a password.
- Please return to the login page and login to your account with your e-mail address and password.
- If you are already registered in SmartSimple, please access the site and log in with your e-mail address and password.

### Start your application

- Select the **Funding Opportunities** box under **Applications**. The list of open funding opportunities will be shown.
- Select **YY Study Grants** and click the **Apply Now** link. A new application form will be created.
- Click on the **Save** button to activate the form and start working on it.
- If you start an application and need to complete it at a later time you can click the **'Save Draft'** button at the bottom of the application. When you return to the platform you can find this saved application in by clicking on the **In Progress** box under **Applications** and open the application.
- On the SmartSimple main application page, beneath the general instructions, there are five tabs with fields to complete:

[CONTACT INFORMATION](#)   [FELLOWSHIP SUMMARY](#)   [HOST ORGANISATION](#)   [PROJECT DESCRIPTION](#)   [APPLICANT BIO-SKETCH](#)

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Mandatory questions are marked with a red asterisk (\*), if you click **'Submit'** without completing one of the mandatory fields, you will receive an error message directing you to the blank or uncomplete question.

## 1. Contact information

### Select your organisation

Please start typing the name of the organisation in the text field and select it if you find a match. If you cannot find it this way, use the Lookup button to see a list of all the organisations registered in the system. If you still to not see it, please press the blue plus icon on the top left-hand side and add its name, city and phone number. You will then be asked to fill the following fields regarding your institution:



## New Organisation

< Tools

\* Organisation Name:

Phone:  ?

\* Department:

\* Zip/Postal Code:

Modified By:

Created By:

\* Address:

Address 2:

\* City:

\* Country: --- Select One ---

Last Modified:

Created Date:

Additional Information

Website

Social media

\* Relationship with tobacco or alcohol industries  
Please Select

\* Is your organisation a UICC member? If your organisation is not yet a member and you would like to join the community please contact [membership@uicc.org](mailto:membership@uicc.org)  
Please Select

Save Draft Save Close

Please contact [fellows@uicc.org](mailto:fellows@uicc.org) if you need technical assistance.

## Select yourself as Primary Contact

### Invite Home and Host Supervisors

Go to the **Supervisors Invitations** section, click on the Invitations button to start inviting your home and host supervisors to complete their sections of your application (this is mandatory for submission).

On the **Invitations** window that pops up, click the plus + button to add a home or host supervisor. Click on the **Save** button to save your home or host supervisor, and click on the **Invite** button next to it when you are ready to send the invitations.

Invitations

Instructions

- To invite a Home/Host Supervisor, click the add button below, enter the supervisor's name and e-mail address and click the invite button.
- To cancel an invitation, click the delete button to the right.

Prefix	First Name	Last Name	Email	Role	Status	
<input type="text"/>	Dorya	Home Supervisor	drascon+home@smartsimple.com	Home Supervisor	Draft	X
<input type="text"/>	Dorya	Host Supervisor	drascon+host@smartsimple.com	Host Supervisor	Draft	X

+ ?

Save Invite

When the invitations have been sent out you will see that the status of the home or host supervisor has changed to **Invited**. Also, you have the option to re-send the invitation emails by clicking on the **Re-Send Invite** button (first button on the left of the record).

Invitations

Instructions

- To invite a Home/Host Supervisor, click the add button below, enter the supervisor's name and e-mail address and click the invite button.
- To cancel an invitation, click the delete button to the right.

Prefix	First Name	Last Name	Email	Role	Status	
<input type="text"/>	Dorya	Home Supervisor	drascon+home@smartsimple.com	Home Supervisor	Invited	X
<input type="text"/>	Dorya	Host Supervisor	drascon+host@smartsimple.com	Host Supervisor	Invited	X

+ ?

Save Invite

Close the invitations window. You will see the list of supervisors invited on your application form now. The supervisors invited will receive an email within the next five minutes including a link to be directed to the platform. Please contact [fellows@uicc.org](mailto:fellows@uicc.org) if you need technical assistance.

Dear Dorya Host Supervisor,

Dorya Applicant has invited you to join an UICC grant application as a Supervisor. Please click on this link: [https://uicc.eu-1.smartsimple.eu/ex/ex\\_invitation.jsp?lang=1&token=%24BhTcqqUpKcAKCiznHmxFox8lxRkVoX35%2BfPsMjiv4F4%3D](https://uicc.eu-1.smartsimple.eu/ex/ex_invitation.jsp?lang=1&token=%24BhTcqqUpKcAKCiznHmxFox8lxRkVoX35%2BfPsMjiv4F4%3D) to be redirected to the online grant application system to accept or decline the invitation. If you do not already have an account, you will be asked to create one.

UICC Team

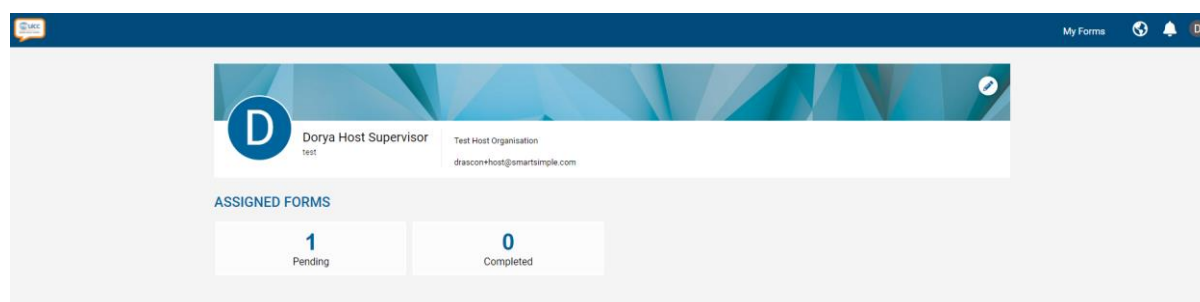
When the home or host supervisor clicks on the link provided, they will be asked to **Accept** or **Decline** the invitation made.

If the home or host supervisor declines, they will see a new window confirming their declination. The status on the list of invited users on the application form will get updated to **“Declined”** for this user.

Dorya	Host Supervisor	drascon+host@smartsimple.com	Host Supervisor	Declined
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If the home or host supervisor accepts and already has an account, they can go to the login page and login to the system. If they are new users, they will be directly sent to the Registration page to create an account.

When the supervisors access the system, they will see their assigned Home/Host supervisor forms under **Assigned Forms Pending**. They will find their completed forms under the **Assigned Forms Completed**.



When the home or host supervisors open their pending form, they will see a number of fields already completed. Mandatory fields are marked with a red asterisk. Progress can be saved by clicking the **Save Draft** button.

Once all the fields are completed, supervisor users can press the **Complete** button. This will move the form to **Assigned Forms Completed** and that is all the supervisor is required to do.

After both host and home supervisor forms have been completed, you will notice that the status of your invited users is Accepted.

NOTE: Applicants will only be able to submit their application if at least one **Home Supervisor** and one **Host Supervisor** form have been completed.

## 2. Fellowship Summary

### Project start and end dates:

Insert the start and end dates of your planned visit. Visits with start dates that are less than 60 days after the date of call closure (i.e., 30 November 2022) will not be considered. You should also allow sufficient time to complete visa requests if awarded.

### Total number of days of proposed visit duration:

Insert the total number of days of your proposed visit. YY Study Grants should be three months in duration, approximately 90 days.

### Amount requested total:

Total amount requested (including return economy class travel costs plus living costs up to a maximum of 10,000 USD for a three-month visit).

### **Amount requested living costs:**

Please enter a realistic estimate of living costs (accommodation and food). Please contact your host supervisor for this estimate.

### **Amount requested travel costs:**

Travel cost estimates should be obtained from a reputable travel agency or flight comparison website and should cover economy class international return air fare from the home to host organisation, or other appropriate form of transport.

### **Project Title:**

Please enter a concise title, no longer than 80 characters.

### **Topic:**

Select one of the seven listed topics which your project covers.

### **Main Cancer Type:**

Type which cancer type your project concerns, mentioning if your project is relevant to all cancer types.

### **Have you applied to another funding source for support for the same project and period?**

Fellowships may not be financially supplemented by agencies other than the home or host institutes or the Fellows themselves. If you select yes, you will be asked to provide more details.

### **Abstract**

Provide a brief summary of your project that can be understood by a general audience of 3,000 words max (approx. 500 words).

### **How did you learn about the fellowship programme?**

Please how you learned about the programme, whether through Internet search, UICC website, UICC conference, UICC, newsletter, a colleague at home or host institution, congress or other.

## **3. Host Organisation**

### **Host Organisation Name:**

Please start typing the name of the organisation in the text field and select it if you find a match. If you cannot find it use the Lookup button to see a list of all the organisations registered in the system. If you still to not see it, please press the blue plus icon on the top left-hand side and add its name, city and phone number, as explained above under Contact information: Select your organisation.

Please add the Department name of the host organisation that you plan to visit, the organisation's working language and your level of knowledge of the language spoken at the host institution.

You are required to upload a scan of a signed letter of invitation on institution's headed notepaper, officially inviting the applicant to visit the host institution as well as a one page resumé of the host supervisors publications related to the project-related activities and publications.

## **4. Project Description**

This is the most important component of your application. It should be prepared by yourself and be approved by your home and host supervisors. It should include sufficient details to allow international peer reviewers who are experts in the field of your project to evaluate its quality, timeliness, relevance and duration and have the potential for a lasting and long term impact.

### **Purpose:**

Include specific objectives that you want to achieve as a result of your fellowship visit.

**Background:**

Summary of the current status of cancer control in your country and the current situation related to your project.

**Detailed work plan:**

Please provide details of how the specific objectives will be achieved. You should include at least 4 paragraphs of text in complete sentences where you describe in detail your planned activities during your proposed visit. Please confer with your host supervisor to agree on the workplan.

**Expected transferable skills:**

Please provide details of the specific technologies, skills or new knowledge that will be gained during your visit.

**Sustainability:**

Fellowships are intended to support the continuation of, or start of a sustainable programme of activities in the home institution. Please provide details of the opportunities for future sustainability, for example, detail your plans to continue to the work, apply and disseminate newly acquired skills, any opportunities for further funding; how the project meets strategic research goals of your institution.

**Facilities in your institution:**

Please describe if the infrastructure of your home institution will allow you to continue the project and if the conditions will be met to implement and pass on your newly acquired skills to others.

**Relevance in your country:**

Please provide information on why this project is relevant to the situation in your home country.

**Reason(s) for choice of host institute.****List up to five of your publications which are most relevant to this application**

These applications should include you as one of the co-authors.

**Justification of project duration:**

Explain why the selected duration is appropriate to fulfil the objectives of the fellowship.

**Certification:**

Please confirm that if the application is successful, you will return to your home institute at the end of the fellowship. Please confirm that the information in the application is true and complete to the best of your knowledge. Please state that you understand that any false statement is sufficient cause for rejection of this application or for cancellation of a fellowship already awarded.

## 5. Applicant Bio-Sketch

**Education / Training**

Click on the blue icon "Enter details".

Click the plus icon

## Education / Training

**i** Begin with your University degree or other initial professional education such as nursing training, include any postdoctoral training and residency training if applicable.

Organisation name	City and Country	Qualification obtained	Date qualification was obtained	Description of Qualification
Birmingham University	Birmingham, United Kingd	MBBS	03/05/2005	Medical Degree
<input style="float: left;" type="button" value="+"/>				

List your education and training, beginning with your University Degree, or other initial professional education, and including any postdoctoral training. Include the name of the organisation name, city and country, the qualification obtained, the date you obtained it and a short description.

### Positions:

List professional posts you have held since finishing your education, including job title and institution name, city and country, concluding with the present position at the bottom.

### Prizes and Awards:

Indicate any awards, grants or prizes you have received, including fellowships, including the date obtained.

### Personal Statement:

Please summarise in a paragraph your motivation for carrying out this project and the reasons why you think you are the best candidate, indicating any qualifications or activities that seem relevant to you.

### Peer Reviewed Publications:

List all publications in chronological order where you are author or co-author.

### Abstracts or posters at conferences:

List all abstracts in chronological order.

### Previous UICC Fellowship award:

List any previous UICC Fellowship awards with dates.

### Research Funding:

List all ongoing and completed research projects in which you are/were the principal investigator or co-investigator. Include a brief summary of overall goals of the project and your responsibilities.

## Update your application

The contact information page contains your contact details from the initial registration step. If there are any errors on your application (whether from an error entering the information or the information has changed since submitting a previous application) please update your profile by clicking on the circle with your initials in the upper right-hand corner.

You can update your application any time you wish before it is submitted.

## Submit your application

When you are ready to submit your application click the 'Submit' button at the bottom of the application. After clicking 'Submit' you will not be able to edit the application anymore. Applications will be acknowledged by an email from SmartSimple and if items are missing, applicants will be contacted. Please ensure you have received the acknowledgement message that confirms that your application was submitted.

## Feedback on the application

UICC might respond to you with questions through the grant management system. In this case, you will receive a notification from the SmartSimple system via email if additional information is required and additional emails as your application moves through the various phases of assessment.

You will receive regular updates on the progress of your application through SmartSimple emails.

In case you experience issues in creating your account or accessing SmartSimple, please contact Sally Donaldson, Fellowships Manager at [fellows@uicc.org](mailto:fellows@uicc.org)

The completed application along with all documents must be submitted online in English prior to the published deadline (call closure). Electronic signatures are acceptable.

Applications will be acknowledged by an email from SmartSimple.



**Union for International Cancer Control**

31-33 Avenue Giuseppe Motta,  
1202 Geneva, Switzerland

T. +41 (0)22 809 1811 F. +41 (0)22 809 1810  
E. [info@uicc.org](mailto:info@uicc.org) [www.uicc.org](http://www.uicc.org)