Introduction

***Conditions for a grant application – please read carefully before submitting a proposal:***

Based on the consideration that practical research in the field of blood components, tissues and cells is often excluded from the main research grants, the EBA has decided it will annually consider a grant for practical research and development projects which will demonstrablyimprove EBA members’ performance or improve safety of blood, tissues and cells products.

EBA will announce in the call of EBA Research/Project Grant application the amount of funds available for that year.

Key conditions for submitting a grant application:

* The project leader has to be an employee of an EBA Member organisation, and the work has to be hosted by an EBA member organization.
* The deliverables need to be practically applicable for the members. Thus, fundamental basic research is excluded. Projects which are considered as blood establishment´s normal process improvement are also excluded from this grant.
* Research/project is not covered by any other grants (information on other pending applications should be disclosed)
* Maximum amount for an individual grant is **€25.000.** The committee may decide to divide the total amount available over more than one proposal.
* The submitting blood service needs to commit to co-funding of the proposal
* Projects with 2 or more partnering institutions will not be a specific criterion, but such proposals will be given priority (if the quality of the grant is acceptable)
* Projects which are beneficial to a large group of EBA members are encouraged to include a communication plan to EBA members that will support sharing the findings
* Past awardees of the EBA Grant will be excluded for the subsequent two years

EBA has established a research committee which evaluates the applications.

***Process of grant application and review process:***

The process is two-tiered. The project proposals are submitted through the attached form and are considered by the EBA Research and Development Grant Committee.

 Tier 1:

* **Condition**: Forms must have been received by the EBA Secretariat by **15th June** for funding for the following year. EBA Secretariat shall acknowledge receipt.
* **Condition**: Requests for funding need to be development projects or research projects not covered by other grants available, and which should improve EBA members’ performance or improve blood, tissues and cells safety;
* **Condition**: the submitting blood service should be co-funding the proposal. It should be clearly stated what the percentage of co-funding is.
* The EBA Grant Committee will in first instance assess the applicability of the request to the remit of the grant and will decide whether the grant is put forward to tier 2.
* If the Grant Committee turns down the proposal, it will inform the project group with a short explanation.

The proposal is being assessed using the following criteria:

* + Are the conditions of the EBA Grant met? (Yes/No)
	+ The number of EBA-members involved in the research/project (Score 1-5)\*
	+ Uniqueness and significance of the subject (Score 1-5)\*
	+ Potential impact of the research/project among all EBA Members (Score 1-5)\*
	+ Feasibility of the approach and appropriateness of the methods (Score 1-5)\*
	+ Capability and expertise to succeed (Score 1-5)\*
	+ Lack of availability of other funds to complete research/project (Score 1-5)\*
* \* a score from 1 (lowest) to 5 (highest). If the application gets a score <2 or ‘No’ in any of the items above would result into a rejection.

Tier 2

* One or more project groups will be requested to elaborate the research proposal, on points requested by the EBA grant Committee. Please clearly specify the changes made to the proposal at question 20.
* After receiving the completed project plan and replies to any pending questions (question 20), the research committee will provide a recommendation to the Executive for decision. There is no appeal against this decision
* The project group will be informed of the outcomes of the EBA Executive’s decision on the application for a grant.
* The awarded project will be presented to the EBA Board Meeting for information.

After granting the EBA Research/Project funding to the applicant:

* Project funding could start from 1 January of the following year.
* When published in peer-reviewed journal, EBA should be mentioned as facilitating organization
* Invoices for reimbursement can be sent to the EBA office according to the forms in the agreement
* EBA expects a short (written) update report on the project as specified in the Grant agreement

**Appendix 1:**

**FORM A - EBA Research/Project Grant: Application Form**

**To be filled in by applicant**

***Section 1 – General data***

1. Date of application:
2. Project name:
3. Lead applicant:

|  |  |
| --- | --- |
| Name |  |
| Job title |  |
| Organisation |  |
| Address line 1 |  |
| Address line 2 |  |
| Postal code / city |  |
| Email |  |
| Phone number(s) |  |
| Role in the project |  |
| CV | Attach CV of the lead applicant |

1. Other applicants:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Job title  | Organisation | Email address | Role in the project |
|  |  |  |  |  |
|  |  |  |  |  |

1. Grants applied to for before applying to EBA grant:
2. Conflict of interest declaration for all participating project members:

***Section 2 – Project data***

1. Contribution of the project to primary activities of EBA members related to members’ performance or blood, tissues and cells safety (max 1/4 page):
2. Project objectives, methodology and expected results (max 4 pages):
3. Governance of the project/research including advisory board(s):
4. Timelines
	1. Expected start date:
	2. Expected duration:
	3. Expected end date:
5. Deliverables:
6. Excluded from the project:
7. Abstract (max. 500 words):
8. Layman’s abstract (max 300 words). Explain in plain English the specific aims of the project:

***Section 3 - financial data***

1. What is the amount of money requested?
2. What is the level of co-funding by the submitting blood service(s)?
3. Are there any other sources of funding?
4. State how the proposed project would be adapted in the event of the total award being -20% or +20% of the funding requested?
5. Budget. Please add a budget in euros. If the project covers more than one year, add budget(s) for the following year(s). Budgets should be specified and could include material costs, travel and stay costs, personnel costs, hired expertise costs.

***Section 4 – Tier 2 (only fill this in at request of research committee)***

1. Amended / elaborated in the proposal: