**Instructions for the 2024 Application Forms for EpilepsieNL Fellowship**

When completing the application form, the following points are crucial:

• Please use the current application form and not a version from previous years. For research starting in 2025, use the 2024 application form provided below.

• Modifying or removing texts (questions, explanatory text for the question, etc.) included in the application form is not allowed.

• Please do not exceed the specified maximum number of words in certain sections. Tables and figures do not count towards the word limit.

• Subsidies can be requested for both clinical and fundamental/basic research.

We can only process your application if the following conditions are met:

• The application form must be filled out in accordance with the format and be complete.

• The application form must have the required signatures.

• Any necessary attachments must be included.

• Your application must reach us by **March 31, 2024** (23:59).

• Email address for submitting the application: shah@epilepsie.nl.

• Please use WeTransfer when sending large files to prevent email delivery issues.

Note: check the necessary attachments in the appendix!

You will receive an email confirmation of receipt within five working days. If you have not received an email from us within five working days, please contact the secretariat of the Scientific Advisory Board to verify whether there was an issue with the dispatch or receipt of your application.

**Contact Information:**

Secretary of the Scientific Advisory Board EpilepsieNL

Shah Kishun

P.O. Box 270

3990 GB HOUTEN

Tel.: 030 - 63 440 63

Email: shah@epilepsie.nl

**Application form EpilepsieNL Fellowship 2024**

(Note: The applicant submits the application and completes the form. Part of this form is in Dutch )

This application is subject to the general conditions for grant allocation by EpilepsieNL (Royal Dutch Epilepsy Fund) for scientific research commencing in 2025, available on our website: www.epilepsie.nl.

**1. Applicant**

Title(s), initial(s), name:

Phone:

E-mail:

Department:

School/Institute:

*Master’s degree*

University/College of Higher Education:

Date (dd/mm/yy):

Main subject:

*PhD*

University/College of Higher Education:

Starting date (dd/mm/yy):

Date of PhD award (dd/mm/yy) [[1]](#footnote-1):

Supervisor(s) (‘Promotor(s)’):

Thesis title:

Extension clause[[2]](#footnote-2): yes/no

**2. Supervisor**

Title(s), initial(s), name:

Position:

Phone:

E-mail:

Department:

School/Institute:

1. **Title of Research Project in Dutch:**

**Title of Research Project in English:**

**4. EpilepsieNL Application details**

Anticipated start date EpilepsieNL Fellowship:

Duration of project:

Numbers of fte working on project (min. 0.5 fte):

Do you already have another (fixed term or permanent) contract for (part of) the duration of the fellowship?

Yes/No

If yes, please motivate why you also apply for the EpilepsieNL Fellowship **(max 200 words)**:

**5. Previous submission (max. 100 words).**

Have you submitted a EpilepsieNL Fellowship in previous rounds? If so, please mention when and briefly describe the changes you have made since last submission

**6. Signatures.**

|  |  |
| --- | --- |
| Name and signature of applicant: | date: |
| Name and signature of head of department: | date: |
|  |  |

**7. Informatie ten behoeve van het panel van patienten in de Nederlandse taal**

**Samenvatting in het Nederlands voor niet-gespecialiseerde lezers**

Het Patientenpanel speelt een belangrijke rol speelt bij het kiezen van de EpilepsieNL fellow. Daarnaast gebruikt EpilepsieNL deze informatie voor communicatie op (sociale) media en op de website. We vragen je vriendelijk om de tekst zo helder mogelijk te maken voor geïnteresseerden.

1. **Titel in het Nederlands:**

**b. Hoofdlijnen van het onderzoek (max. 500 woorden, taalgebruik geschikt voor de geïnteresseerde leek)**

- Waarom dit onderzoek

- Wat wil je bereiken met dit onderzoek?

- Hoe gaan je het onderzoek uitvoeren?

**c. Beschrijving van belasting, risico’s en bijwerkingen voor patiënten tijdens de onderzoeksperiode (max. 400 woorden, taalgebruik geschikt voor de geïnteresseerde leek)**

-Wat je als patiënt kunt verwachten: Word je als patiënt opgenomen? Hoe lang duurt de behandeling?

-Extra onderzoek: Zijn er extra onderzoeken? Wat houden die in?

-Thuis aan de slag: Wat moet je als patiënt thuis doen en hoe vaak (bijv. dagboek bijhouden, metingen)?

-Bijwerkingen in begrijpelijke taal: Welke effecten kunnen optreden en zijn er langetermijneffecten waar we op letten?

**d. Betrokkenheid patiënten (max. 400 woorden, taalgebruik geschikt voor de geïnteresseerde leek)**

- Op welke manier heb je (eind)gebruikers betrokken bij de opzet/uitvoer/evaluatie van het onderzoek? Indien dit niet het geval is, graag de reden toelichten.

**e. Resultaat voor patiënten (max. 400 woorden)**

Wat het oplevert: Wat gaan mensen met epilepsie concreet aan voordelen merken door dit onderzoek?

**f. ‘Leken’samenvatting van het onderzoek in enkele zinnen (max. 75 woorden, taalgebruik geschikt voor de geïnteresseerde leek)**

**8. Description of the proposed research.**

**Max. 1000 words** (including text in figures and tables)

The following topics need to be addressed in this section:

* research aim;
* scientific relevance and challenges;
* originality and innovative character;
* methods and techniques.

**9. Research plan for EpilepsieNL Fellowship.**

**Max. 800 words** (including text in figures and tables; excluding timeline).

The following topics need to be addressed in this section:

* description of the planned activities (work plan), relating to the research proposal and scientific career of the candidate;
* local, national and international collaboration;
* grant acquisition plan;
* timeline;
* period abroad.

**10. Knowledge utilization.**

**Max. 500 words** (including text in figures and tables)

Describe the possible societal relevance and how the research can contribute to knowledge utilization outside your own discipline. See: https://www.nwo.nl/en/knowledge-utilisation

**11. Literature references**

**12. Budget**

Please specify the project costs in the table on the next page.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project costs** | **Description** | **Project Year 1** | **Project Year 2** | **Total** |
| *Staff* |  | *FTE**Min. 0,5 fte* | *Total Months* |  |  |  |
| WP\* | *Applicant* | .. | .. | .. | .. | .. |
| NWP\*\* | .. | .. | .. | .. | .. | .. |
| ***Total Staff*** |  | ***..*** | ***..*** | ***..*** | ***..*** | ***..*** |
| *Equipment* | .. | .. | .. | .. |
| *Investments* | .. | .. | .. | .. |
| *Consumables* | .. | .. | .. | .. |
| *Travel* | .. | .. | .. | .. |
| *Other* | .. | .. | .. | .. |
| ***Total Materials*** |  | ***..*** | ***..*** | ***..*** |
| **Total Project Budget** | .. | .. | .. |
| **Requested funding\*\*\*** | .. | .. | .. |

*Please note:*

*- Use one row each for type of equipment, type of investment or type of material (e.g., data management costs). Additional rows (as many as you need) should be added underneath the bold print headings, listing all persons and items separately. You should not add headings.*

*- Years are Project Years. For example: if your intended starting date is 1 July 2023, then Year 1 ranges from 1 July 2023 to 31 December 2023.*

*- Total FTE applicant cannot exceed 1.0 FTE at any time during the project.*

*\* WP = Scientific staff - applicant;*

*\*\* NWP = Non-scientific staff if applicable; please also list the nature of the post (for example PhD student or postdoc researcher). Note NWP will not be funded by EpilepsieNL fellowship See below the criteria;*

*\*\*\* The EpilepsieNL will only match the applicant:
- Salary costs of the applicant – VSNU Scale 10.4 during the in the first year of the fellowship and if applicable, VSNU scale 10.5 during the second year (or part thereof);*

* *Exploitation costs: max. €6.000 per year.*

**Appendix:**

1. Curriculum vitae of the applicant.
2. Signed letter of recommendation from supervisor (max. 500 words)
1. *If the date of PhD defense is not set, please mention the (expected) date of thesis approval.*  [↑](#footnote-ref-1)
2. *If you wish to apply for extension, please note that additional expenses are paid by the University you are based.* [↑](#footnote-ref-2)