



Regulations Emmanuel van der Schueren (EvdS) scholarship

1. General regulations Emmanuel van der Schueren (EvdS) scholarship

Art1. Kom op tegen Kanker strives to fulfil its mission by funding scientific biomedical research that contributes towards a better understanding of the development and progression of cancer, and applied (translational and clinical) research to improve the diagnosis, treatment and/or follow-up of cancer.

Art2. The scholarships are intended for Belgian and international researchers, both clinicians and non-clinicians, conducting doctoral research at a Flemish university. 'Flemish university' is understood to mean any institution recognised as such in the Decree of 4 April 2003 concerning the restructuring of higher education in Flemish-speaking Belgium (section 3, art. 4).¹

Art3. For ethical issues regarding the participation of human and/or animal subjects, researchers in medical or biomedical sciences should seek the advice of their local ethics committees.

Researchers must strictly observe the applicable legal regulations and ethical rules relating to research in human subjects. This also applies to research requiring the use of laboratory animals.

In performing their scientific activities, researchers must observe the code of conduct documented in the Ethical Code for Scientific Research in Belgium (2009):

¹ **Section 3. - Universities and universities of applied sciences, Art. 4.,** The universities of the Flemish Community are: 1 ["HUB-KU Brussel"];² 2 "Katholieke Universiteit Leuven"; 3 a) "transnationale Universiteit Limburg"; b) [Universiteit Hasselt];¹ 4 "Universiteit Antwerpen", comprising: a) "Universitair Centrum Antwerpen"; b) "Universitaire Faculteiten Sint-Ignatius te Antwerpen"; c) "Universitaire Instelling Antwerpen"; 5 "Universiteit Gent"; 6 "Vrije Universiteit Brussel". []¹ Decr. 16-6-2006; []² Decr. 8-5-2009

http://www.fmre-gske.be/pdf/ethcode_nl.pdf). The researchers undertake to conduct their research conscientiously and independently and to publish the results truthfully.

Art4. Applications should be submitted via the website on or before the stated deadline (<http://expro.komoptegenkanker.be>) using the standard application form.

Art5. Unless stipulated otherwise in the specific regulations, the scholarship is solely intended as income for the awardee and can only be used to cover the cost of his/her salary. Overhead costs, avoidable VAT, operating costs and other costs associated with the research project or its execution are not covered by the scholarship.

Art6. Unless stipulated otherwise in the specific regulations, the scholarship will be paid to the scientific institution of the awardee and his/her PhD promoter in accordance with the payment methods specified in the special provisions.

Art7. If for the eligibility of the application a maximum seniority condition applies to the candidate, this will, in the case of career breaks due to maternity or parental leave, be increased by one year per child.

For career breaks due to maternity or parental leave in the course of the scholarship, the duration of the scholarship will be extended by the same length of time (in days) as the career break. In financial terms, these career breaks are subject to the general rules of the research institution applicable to the staff regulations under which the candidate falls.

For other types of career break (e.g. prolonged stay abroad, long-term sickness) the general rules of the research institution apply. Questions about deviations, career breaks and any other questions arising during the scholarship should be sent to Kom op tegen Kanker VZW for written approval at: financiering@komoptegenkanker.be.

Art8. At the end of the scholarship period, the candidate undertakes to submit to Kom op tegen Kanker VZW a report signed for approval by his/her PhD promoter. This report shall contain at least an activity report, a financial report, compiled and signed by the finance department of the institution and stating the actual salary received by the candidate, a copy of the employment contract confirming that the candidate was employed by the institution for the entire duration of the scholarship, and a declaration confirming that, for the duration of the scholarship, no funding was received from other sources for the research subject to the scholarship. If the candidate's actual salary is lower than the scholarship awarded, the difference shall immediately be repaid.

Art9. If during the scholarship funding was received from other source(s) for the research subject to the scholarship, the amount corresponding with the period of overlap shall immediately be repaid to Kom op tegen Kanker VZW.

Art10. The candidate undertakes to reference the support provided by Kom op tegen Kanker in all publications relating to the research subject to the scholarship. The

candidate shall also send an electronic copy of the accepted publication(s) to Kom op tegen Kanker, plus a list of all publications published during the scholarship year and the three years thereafter.

Art11. The candidate is willing to present the results of the research subject to the scholarship during a seminar organised by or in close collaboration with Kom op tegen Kanker.

Art12. The biomedical expert committee of Kom op tegen Kanker will assess the applications and advise the board of directors of Kom op tegen Kanker VZW; the board of directors allocates the scholarships.

Art13. The scholarship is only officially awarded after a contract has been signed between Kom op tegen Kanker VZW, the PhD promoter and the representative of the university.

2. Specific regulations Emmanuel van der Schueren (EvdS) starter scholarship

a. Goal

To offer young researchers, both clinicians and non-clinicians, via a one-year scholarship, the opportunity to conduct fundamental or applied (translation or clinical) cancer research with a view to obtaining a research doctorate (PhD).

b. Applications

i. Who can apply?

1. The candidate

The candidate must be linked to a Flemish university as a researcher. If the research takes place in collaboration with a research institution (other than a Flemish university), the scholarship should be conducted under the guidance and responsibility of a Flemish university.

The candidate must be yet to embark on a doctoral research project. This means that the candidate will only be eligible for the starter scholarship during the first five years after obtaining his/her master's degree, calculated on the standard commencement date of the scholarship (1 November). If the candidate has more than one master's degree, this rule only applies to the degree in the same field of study as the proposed doctorate. Moreover, the candidate must not have conducted research relating to the project subject to the scholarship application for more than 12 months prior to the deadline for submission of the application.

A candidate may apply for an EvdS starter scholarship a maximum of two times.

If a candidate has previously been awarded the scholarship, he/she may not submit a subsequent application for an EvdS scholarship.

The candidate must have submitted an eligible application via the regular submission channels (FWO (Scientific Research Fund) and equivalents), but without being awarded any funding. Eligible applications for either a scholarship or research project may be submitted, on the condition that in the eligible application the candidate is expressly listed as PhD student. Moreover, the eligible application must have been submitted in the current academic year (1 October – 30 September) or the (negative) outcome of the eligible application must have been issued during the current academic year.

2. PhD (co)-promoter

The PhD promoter bears end responsibility for the project subject to the scholarship application, for the allocated budget, for achieving the objectives and for the relevant reports. He/she acts as contact person vis-à-vis Kom op tegen Kanker and has a coordinating role, in consultation with any co-promoters.

The PhD promoter must be either:

- a member of the tenured academic personnel (ZAP) with a tenure of more than 10% at a Flemish university, or
- a member of the tenured academic personnel (ZAP) with a research assignment that has a tenure of 10% at a Flemish university, or
- a member of the tenured academic personnel (ZAP) who has a tenure of 5% at a Flemish university *and* who is a clinical lead or deputy clinical lead or occupies a similar position in an academic hospital.

Each year, a PhD promoter can only supervise one candidate for an EvdS scholarship: *either* a candidate for a starter scholarship *or* a candidate for a completer scholarship.

All co-promoters must be researchers at least at post-doctoral level. The co-promoters must be linked to a Flemish university, a Flemish research institution or a Flemish academic hospital.

An individual can act as co-promoter for multiple candidates. The role of PhD promoter and co-promoter can be combined.

ii. What can be applied for?

1. Type of research

Both fundamental research that contributes towards a better understanding of the development and progression of cancer and applied (translational or clinical) research to improve the diagnosis, treatment or follow-up of cancer, is eligible.

2. Duration

In principle, the scholarship is allocated for the period between 1 November and 31 October subsequent to its being awarded. At the request of the candidate, the start date of the scholarship can be deferred for a maximum of three months, i.e. to 31 January of the calendar year subsequent to the scholarship being awarded.

3. Budget

The scholarship amount for a starter scholarship is maximum €47,500 for an employment of 100%. For an employment at a lower percentage, the maximum scholarship amount will be equalized pro rata.

The scholarship can only be used to cover the salary of the awardee at predoctoral level and may under no circumstances be used for operating costs or other costs associated with the research project.

Half of the scholarship will be paid at the time it is awarded and the other half six months later, subject to a favourable evaluation.

iii. When can the application be submitted?

The scholarship can be applied for as soon as the call for applications is published on the Kom op tegen Kanker website; applications remain open until the submission deadline indicated on the website. In case of doubt regarding the date and time of submission, the date and time of the final digital submission shall apply.

iv. How can applications be submitted?

The application must be submitted on or before the deadline via the website (<http://expro.komoptegenkanker.be>) using the standard application form.

c. Assessment procedure

i. Eligibility

The application will first be assessed for eligibility. If all the formal criteria described above and in the application form are met, the application will be eligible for evaluation.

ii. Assessment criteria

- The researcher (candidate) (2 points)
 - Research competency and potential (including study results and any publications)
- The research project (4 points)
 - Methodology, relevance and innovative nature of the project
 - Feasibility of the project
 - Purposefulness of the project
- The research institution (4 points)
 - Quality of supervision and research group (including track record of the PhD promoter)

iii. Procedure

The applications will be assessed by the biomedical expert committee of Kom op tegen Kanker. The biomedical expert committee will advise the board of directors regarding the scholarships to be awarded.

iv. Feedback

After the board of directors has awarded the scholarships, all candidates will be personally informed of the outcome of their application, by email.

For applications found to be ineligible, the candidates in question will be informed of the ineligibility and the reasons for this.

For applications found to be eligible but not awarded a scholarship, feedback will be provided in the form of the ranking of the application after evaluation by the committee.

d. Project progress and reports

After the scholarship has been awarded, a contract will be concluded between Kom op tegen Kanker VZW, the awardee, the PhD promoter and the university.

Under the contract, the PhD promoter is required to submit an interim report after six months, in which he/she confirms that the project is progressing satisfactorily. Only after the interim report has been approved will the second instalment of the scholarship be paid.

The contract also requires the awardee to submit a final report after one year, i.e. at the conclusion of the scholarship. This report must be signed by the PhD promoter and shall comprise at least a content-related report and a financial report, compiled and signed by the finance department of the institution. This financial report must include a copy of the employment contract between the awardee and the institution, confirming that the awardee was employed by the institution for the entire duration of the scholarship, and a financial report confirming that there was no overlap with other funding sources for the duration of the scholarship (see articles 8 and 9 of the General regulations).

3. Specific regulations Emmanuel van der Schueren (EvdS) completer scholarship

a. Goal

To offer researchers undertaking doctoral research, both clinicians and non-clinicians, the opportunity to complete their (fundamental, translational or clinical) research and obtain their PhD, via a scholarship of six months or one year.

b. Applications

i. Who can apply?

1. The candidate

The candidate must be linked to a Flemish university as a researcher. If the research takes place in collaboration with a university of applied sciences (hogeschool), it will be conducted under the guidance and responsibility of a Flemish university.

The candidate must complete his/her doctoral research project and the accompanying PhD thesis. This means that, on the standard commencement date of the scholarship (1 November), the candidate has been employed by the university for three years for the execution of the doctoral research project, that is mentioned as the topic of the application. By submitting an application for an EvdS completer scholarship, the candidate commits to completing his/her doctoral research project and the accompanying PhD thesis within the year. This means that a candidate can only submit an application for an EvdS completer scholarship once.

Candidates who have previously been awarded an EvdS starter scholarship are not eligible to apply for an EvdS completer scholarship.

2. PhD (co)-promoter

The PhD promoter bears end responsibility for the project subject to the scholarship application, for the allocated budget, for achieving the objectives and for the relevant reports. He/she acts as contact person vis-à-vis Kom op tegen Kanker and has a coordinating role, in consultation with any co-promoters.

The PhD promoter must be either:

- a member of the tenured academic personnel (ZAP) with a tenure of more than 10% at a Flemish university, or
- a member of the tenured academic personnel (ZAP) with a research assignment that has a tenure of 10% at a Flemish university, or
- a member of the tenured academic personnel (ZAP) who has a tenure of 5% at a Flemish university *and* who is a clinical lead or deputy clinical lead or occupies a similar position in an academic hospital.

Each year, a PhD promoter can only supervise one candidate for an EvdS scholarship: *either* a candidate for a starter scholarship *or* a candidate for a completer scholarship.

All co-promoters must be researchers at least at post-doctoral level. The co-promoters must be linked to a Flemish university, a Flemish research institution or a Flemish academic hospital.

An individual can act as co-promoter for multiple candidates. The role of PhD promoter and co-promoter can be combined.

ii. What can be applied for?

1. Type of research

Both fundamental research that contributes towards a better understanding of the development and progression of cancer and applied (translational or clinical) research to improve the diagnosis, treatment or follow-up of cancer, is eligible.

2. Duration

A scholarship can be awarded for maximum 6 or 12 months. In principle, the commencement date of the scholarship is 1 November. At the request of the candidate, the start date of the scholarship can be deferred for a maximum of three months, i.e. to 31 January of the calendar year subsequent to the scholarship being awarded. In principle, the scholarship ends when the candidate is awarded his/her PhD. Divergence from this is possible, subject to the approval of the biomedical expert committee (via projecten.biomed.prev@komoptegenkanker.be).

3. Budget

The scholarship amount for a complete scholarship is maximum €70,000 for an employment of 100% for 12 months, €35,000 for an employment of 100% for 6 months. For an employment at a lower percentage, the maximum scholarship amount will be equalized pro rata.

The scholarship can only be used to cover the salary of the awardee at predoctoral level and may under no circumstances be used for operating costs or other costs associated with the research project.

Half of the scholarship will be paid at the time it is awarded and the remaining amount halfway through the scholarship period, subject to a favourable evaluation.

iii. When can the application be submitted?

The scholarship can be applied for as soon as the call for applications is published on the Kom op tegen Kanker website; applications remain open until the submission deadline indicated on the website. In case of doubt regarding the date and time of submission, the date and time of the final digital submission shall apply.

iv. How can applications be submitted?

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c. Assessment procedure

i. Eligibility

The application will first be assessed for eligibility. If all the formal criteria described above and in the application form are met, the application will be eligible for evaluation.

ii. Assessment criteria

- The researcher (candidate) (2 points)
 - Research competency and potential (including CV, (inter)national level of the publications)
- The research project (4 points)
 - Methodology, relevance and innovative nature of the project
 - Purposefulness of the project
- Feasibility (4 points)
 - Feasibility of completing the project within 6-12 months
 - The need for an additional 6-12 months to complete the project
 - Planning for publications

iii. Procedure

The applications will be assessed by the biomedical expert committee of Kom op tegen Kanker. The biomedical expert committee will advise the board of directors regarding the scholarships to be awarded.

iv. Feedback

After the board of directors has awarded the scholarships, all candidates will be personally informed of the outcome of their application, by email.

For applications found to be ineligible, the candidates in question will be informed of the ineligibility and the reasons for this.

For applications found to be eligible but not awarded a scholarship, feedback will be provided in the form of the ranking of the application after evaluation by the committee.

d. Project progress and reports

After the scholarship has been awarded, a contract will be concluded between Kom op tegen Kanker VZW, the awardee, the PhD promoter and the university.

Under the contract, the PhD promoter is required to submit an interim report after six months (after three months for a scholarship of 6 months), in which he/she confirms that the project is progressing satisfactorily. Only after the interim report has been approved will the second instalment of the scholarship be paid.

The contract also requires the awardee to submit a final report at the conclusion of the scholarship. This report must be signed by the PhD promoter and shall comprise a content-related report and a financial report, compiled and signed by the finance department of the institution. This financial report must include a copy of the employment contract between the awardee and the institution, confirming that the awardee was employed by the institution for the entire duration of the scholarship, and a financial report confirming that

there was no overlap with other funding sources for the duration of the scholarship (see articles 8 and 9 of the General regulations).