

Dementia Fellowships 2023

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CALL FOR GRANT PROPOSALS: AIMS

Programme objectives

The Dementia Research Programme (*Onderzoeksprogramma Dementie*, OPD) is devoting a ten-year period to knowledge development and the stimulation of innovation and valorisation. The objective is to prevent dementia, to treat it, and to provide a better quality of life for those with dementia and their loved ones, now and in the future. The programme implements one of the three themes set out in the National Dementia Strategy (NDS) of the Dutch Ministry of Health, Welfare and Sport (VWS). As the NDS describes, the programme aims to achieve greater focus and synergy in dementia research. Besides funding large multidisciplinary consortia, the programme also invests in individual research talents able to contribute towards national dementia research. The development of research talent is needed to stimulate the global acknowledgement of Dutch dementia research and to facilitate an interdisciplinary approach.

Funding call objectives

The aim of this call for funding proposals is to grant individual researchers in support of new, creative, and groundbreaking ideas that could contribute towards the prevention and treatment of dementia and the improvement of the quality of life for people with dementia and their loved ones. These research proposals should potentially have a significant scientific and/or social impact offering possible benefits when compared to present arrangements for dementia care in the Netherlands.

Researchers with innovative ideas in the field of dementia are hereby invited to submit a grant application. Applicants should have received their PhD no more than 5 years ago (on or after 18 April 2018, calculated from the graduation date to the application submission deadline in this round) and either possess or seek a position in an academic environment. This means that your thesis must have been completed by no later than 18 April 2023. If you have not yet obtained your PhD at the time your application is submitted, you must append an official statement to your application to the effect that your thesis has been approved by the Doctoral Examination Committee (see the [Procedure & Timeline](#), Appendix 8).

Substantive focus of this funding round

This fellowship round is in line with the OPD research themes:

- WP1: Fundamental research
- WP2a: Risk reduction – lifestyle
- WP2b: Risk reduction – living with dementia
- WP3: Diagnostics (and prognosis)
- WP5: Young people with dementia

Grant applications are submitted within one of these work packages. Applications in the first fellowship round (2021) often concerned fundamental research. Researchers whose work is directed towards one of the other work areas are therefore warmly encouraged to apply.

Substantive descriptions of the contents of these work packages may be found in the programme text *Onderzoeksprogramma Dementie 2021-2030* (see [Downloads and links](#)). Multidisciplinary consortia have obtained recent funding within all these work packages. These fellowship grants can represent a supplementary grant to consortium funding, and ideally also create or strengthen links between different consortia. The grant also offers researchers working in an organisation that is not part of a consortium an opportunity to create that link, or to carry out promising dementia research.

PRECONDITIONS

Grant eligibility

This round of funding is open to recently PhD-graduated researchers already doing research into dementia, or those working in another discipline who wish to shift their focus to dementia research. It offers them an opportunity to work almost full-time on elaborating innovative research ideas, and facilitates an interdisciplinary approach.

The objectives of this funding round lead to the following preconditions with respect to eligibility and the application period:

- The date of the researcher's PhD graduation must lie between 18 April 2018 and 18 April 2023 ('up to 5 years after graduation'). This is the date given on your doctorate. Candidates must have obtained their PhD before the project begins. If you have not yet graduated at the moment you submit your application, you must append an official statement to your application to the effect that your thesis has been approved by the Doctoral Examination Committee.
- Female researchers who bear a child after their graduation date are given a standard 18 months' extension for each child. The other parent is given compensation for officially lost work hours to a maximum of 12 months for each child born in the period following the graduation. Extension may also be given under other exceptional personal circumstances, e.g. demonstrable care-related absence or long-term illness, but this must be determined in consultation with ZonMw. The maximum allowable extension under all circumstances is five years. This means that the maximum period of time that can elapse between the completion of your PhD graduation and the submission date of your grant application can never be more than 10 years. Approval for an extension must have been obtained before submitting an application. If you believe you are entitled to an extension, contact us via dementie@zonmw.nl (Gabriëlle Lijten).
- The fellowship is emphatically not intended for established group leaders, i.e. those already in receipt of large research grants as principal investigator (PI). The candidate needs this fellowship grant for groundbreaking scientific research.
- Applicants may not have already received personal funding, such as the NWO Talent Programme grant (*Veni, Vidi, Vici*), with which an individual line of research was created or could be created.
- The fellowship is intended to stimulate innovative, creative, and groundbreaking research. The fellowship is not intended as supplementary funding for an existing line of research or a project that is already receiving funding, whether from ZonMw or from another granting body. The candidate should search for potential interfaces with other research partners in their field and identify collaboration opportunities that could strengthen their application. At the very least this search should include the possibility of linking to existing consortia and projects already being funded through the OPD. If the proposed research is so groundbreaking that this link cannot be made, the candidate should provide satisfactory explanation in their application.
- If the proposal is linked to a consortium or project being funded through the OPD, the application should include clarification of how the proposed line of research will be distinguished from the project(s) to which this link is being proposed. The application must make clear the added value and independent character of the proposed research.
- The main applicant, who is also the project leader and coordinator, may submit no more than one application within this funding round.
- The fellowship is an individual-specific grant. It is not permitted to include co-applicants.
- The main applicant should be affiliated with a Dutch [research organisation](#) according to EU public procurement law. Members of other research institutes* may only submit an application as main applicant if, in the judgement of ZonMw, they meet the following cumulative conditions of legal entity:
 - based in the Netherlands;
 - carry out independent research;
 - have a public duty;
 - receive at least 50% of public funding;

- are non-profit-making;
- researchers are free to publish in the international scientific literature.

*If you are affiliated with 'another research institute' you are advised to get in touch with us via dementie@zonmw.nl (Gabriëlle Lijten) before you submit your application. Advance assessment of whether your research institute meets these conditions (possibly in consultation with our legal department) will prevent its unexpected exclusion.

- Applicants who received a grant in a previous round of OPD funding are not eligible to apply.
- It is not required to be in possession of a permanent contract, and researchers nearing the end of their current contract are also welcome to apply. You must, however, specify the institute where the research will be carried out.
- The grant application must be accompanied by a guarantee declaration showing that the candidate will have a post for at least the duration of the fellowship, and that if the proposed project exceeds the maximum requestable budget the employer will guarantee the additional costs (see [Procedure & Timeline](#), Appendix 6).
- No more than one year of research time may be spent outside the Netherlands, provided that the remaining research time in the Netherlands is not shortened by higher accommodation expenses abroad. Note: Alzheimer Nederland offers a grant for research done abroad; see [their website](#) (in Dutch) for more information on *Subsidie voor internationale onderzoeksstage*.

How much funding is on offer?

Each project application can apply for a maximum of €300,000 (incl. VAT) funding from ZonMw. This funding round is making €1,500,000 available; a maximum of five fellows can therefore be awarded. The duration of a fellowship is no less than 3 years and no more than 5 years, depending on working hours.

Financial preconditions

- The proportion of full-time working hours devoted to research must be at least 60% for a 5-year project, 75% for a 4-year project, and 100% for a 3-year project.
- This grant is linked to a single individual. If additional academic or non-academic personnel are included in the budget, the need for this additional personnel must be satisfactorily substantiated. Moreover, no more than €60,000 (20% of funding) of the total grant may be devoted to academic and non-academic support staff, including a bench fee of no more than €5000 (for a full-time post).
- No more than €60,000 (20% of funding) may be spent on material costs arising directly from the research.
- Reserve at least 5% of the total project budget for valorisation. Include this explicitly in the budget section of your application, and describe how this budget will be spent.
- Reserve an amount in your project budget for patient and public involvement, and include this explicitly in your budget.
- The total amount of funding eventually awarded may be reduced if funding for the project has also been obtained from other sources, and if it cannot be demonstrated that the full amount of fellowship funding is needed to be able to carry out the project.
- In principle it is permitted to go through this grant application process simultaneously with other forms of funding application, such as the *Vernieuwingsimpuls*. However, a single research proposal can naturally only be funded once, no matter where funding has been requested. If a proposal is approved by more than one separate funding body, the applicant must choose between them. If this fellowship grant application has also been (or will be) requested elsewhere, this must be declared on the application form.
- Costs incurred by Open Access publication (up to a maximum of €5000) may be included in the project budget, specified as 'Open Access expenses'. For more information on this, and the conditions, see *Open Science*, under ['Assessment criteria.'](#)

Co-funding

Co-funding is permitted, but not obligatory. Any co-funding arrangements must meet the following conditions:

- Because ZonMw wants to be certain that co-funders of a project have legally committed themselves to the approved amount in cash or kind, a Letter of Commitment per co-funder is an obligatory part of an application submission (see [Procedure & Timeline](#) for more on the contents and conditions of a Letter of Commitment, Appendix 7; this includes a link to a non-obligatory example format that meets these conditions).
- The budget must make it clear what contribution each party will be making (in cash and/or in kind) and what these contributions will be spent on.
- For other budgetary criteria, see the *ZonMw Subsidiebepalingen 2022* (under [Downloads and links](#)).
- If the project involves a public-private collaboration, a final draft version (approved by all parties but not yet signed) of the 'consortium and/or sponsorship agreement' on behalf of all the collaborating parties must be delivered to ZonMw within 6 months of funding approval (see Appendix 1).

ASSESSMENT CRITERIA

Your grant application must meet the criteria for relevance and quality, for which the general ZonMw criteria (found on the [Procedure](#) page) form the basis.

The programme committee assesses the quality (including CV and motivation), relevance, and budget of all applications. The applicable relevance and quality criteria are given below.

Relevance criteria

The relevance criteria are determined per programme and depend on the nature and aims of the programme. For the present funding round, the following relevance criteria apply:

1. Contribution to programme goals and funding round goals

- The application must describe how your research project will contribute towards (one of) the aims of the Dementia Research Programme and the National Dementia Strategy.
- Substantiate how your application is linked to, and could offer value to, (one of) the themes of this call:
 - Fundamental research
 - Risk reduction – lifestyle
 - Risk reduction – living with dementia
 - Diagnostics (and prognosis)
 - Young people with dementia
- Substantiate why you need this Dementia Research Programme fellowship grant for your groundbreaking research.

2. Innovation and added value

- Describe and substantiate the innovative, creative, and groundbreaking character of your project.
- Describe the innovations and research projects that already exist in the proposed research area, and what your own research would add to this. It should be made clear that the proposed study is the most logical (scientific) next step in dementia knowledge. To this end a systematic literature review should also be provided (as an appendix). The review can cover more than one area, e.g. the intervention itself but also the primary outcome measure, depending on the nature of the study. There is no mandatory format (see a fuller explanation in [Procedure & Timeline](#), Appendix 3).
- Indicate the potential scientific and/or social impact and added value of your project.

3. Knowledge transfer, implementation and consolidation

- Your application must make it clear how its proceeds will be implemented and maintained after the project has been completed. ZonMw-funded projects must have an impact. New

knowledge and capabilities must be put to use in practice, policy, education, and/or further research. This means that the following must be made clear:

- the planned route to knowledge utilisation in practice or in further research;
- who the intended users of the proceeds are, what their role is in the project, and how they will apply the results in practice in Dutch dementia care (practice, policy, education, and/or further research);
- how the expected results will be useful to Dutch dementia care (practice, policy, education). Where possible, in advance of the project you should get in touch with the parties needed for the implementation of its results, e.g. professional organisations, knowledge institutes, healthcare insurers and businesses. Describe the parties that are or will be involved in your research in order to ensure that the results are used;
- how the research outcomes will be disseminated, implemented and maintained outside the local or regional setting of the project, taking account of potentially conducive or limiting factors;
- how your results will relate to and contribute towards the proceeds arising from the multidisciplinary consortia of the Dementia Research Programme;
- the project budget for communication and implementation you have included explicitly in the budget, and how this budget will be spent.

4. Connecting to the questions and needs of people with dementia and/or their carers

ZonMw attaches great value to the involvement in research of patients and their carers.

- Describe how people with (a risk of) dementia, family carers, and/or hands-on experts will be involved in the project, and how users of the results will participate. If, in the opinion of the applicant, this involvement or participation is not of value, then this opinion must be justified.
- A panel of hands-on experts will assess this part of your grant application against the following criteria:
 - relevance from the perspective of those with dementia and their carers
 - feasibility from the perspective of those with dementia and their carers
 - involvement of those with dementia, family carers or hands-on experts
 - facilities for those with dementia and their carers

5. Diversity

All projects within the Dementia Research Programme must take account of diversity and differentiation within their target group. It is important that the design, execution, analyses, conclusions, and publication of the grant application take account of this diversity. You should take account of the differences between people.

- Describe how your research will take account of differences in age, sex, socio-economic status, educational level, migration background, cultural background and sexual orientation, insofar as these are relevant to the theme of the project (for tips, see our publications on [diversity \(in Dutch\)](#)).

6. Open Science

• FAIR data and data management

- Your project datasets should be made available for reuse, including outside your project group. The same applies to collections of e.g. biomaterials, image materials, sound recordings, etc. Consult [FAIR data & data management](#) to make the necessary preparations. You are required to submit a data management plan only after your grant application has been approved.
- The application must make it clear how FAIR data and data management will be deployed, with attention given to:
 - the data steward you engage for this and future research projects;
 - how you plan to use existing data and any other collections. If you plan to start a new data collection, you must justify this;
 - using standards, models, terminologies, infrastructures, etc. for your data collection wherever possible;
 - making these standards, models, terminologies, infrastructures, etc. FAIR wherever possible; and linking these to your discipline.

• Open Access

- Your application must make it clear how knowledge arising from your research project will be made freely available. In accordance with ZonMw Open Access policy, all publications arising out of scientific research funded or part-funded by ZonMw must be made immediately Open Access available, with no publication embargo. ZonMw accepts a variety of Open Access routes. Besides articles, ZonMw encourages the use of other types of academic publication to create Open Access availability for research results (e.g. monographs, books, conference proceedings and grey literature), but also for research data and the knowledge products of applied research (e.g. models, protocols, prototypes, digital tools, and demonstrations).
- For more information on ZonMw's Open Access policy, detailing the conditions and possibilities, consult [our website](#).
- **Preconditions for valorisation**
 - ZonMw seeks to create broad accessibility for the projects it funds. For this reason, the ten principles of Socially Responsible Licensing (*Maatschappelijk Verantwoord Licentiëren*, MVL) must be applied in the licensing of results. If applicable, describe how the claim to intellectual property has been arranged with any collaborating parties and/or third parties. Also indicate how these parties will comply with the ten principles.

General relevance criteria

Besides the specific substantive criteria in this funding call, ZonMw also employs the following general relevance criteria where these are applicable:

1. **ICT in care provision**

ZonMw takes a broad view of the use of ICT in healthcare; it includes the use of eHealth applications, domotica and robotica, but also the storage of data using ICT. We have formulated focus areas for ICT applications and ICT standards in research.
2. **Education**

Knowledge becomes most applicable and most applied in education when it has arisen in interaction between education, research, practice, and policy. How do you plan to create interaction between education, research, practice and policy? What results do you expect your project or research to deliver that could be used in education?
3. **The use of animals models (where relevant)**

Within the framework of the transition to innovations that make no use of animal testing, researchers are encouraged to develop and/or apply alternatives to animal experiments. In 2019 the KNAW published a report underlining the importance of animal tests as well as methods by which their use in fundamental scientific research could be reduced (see the [report on the KNAW website](#) (in Dutch only) or read more about animal models on [the English version of the KNAW website](#)). ZonMw asks researchers in the Dementia Research Programme to commit themselves to the use, wherever possible, of the promising developments described in this report. If animal experiments are essential to answering the research questions, this necessity must be clearly justified in the research proposal, and the [ARRIVE guidelines](#) must be observed.

More information on general relevance criteria can be found [here](#).

Quality criteria

Besides the general ZonMw quality criteria given in the [Procedure voor aanvragers](#), the following quality criteria apply to this funding round:

1. **Research problem and research aims (problem definition and objective)**
 - Describe the research problem, research aims, and research question clearly and concretely. Focus on clarity, scope, and originality.
2. **(Plan of) approach**
 - Supplement your application with a comprehensive plan of approach, which may include a description of separate work areas, using a GANTT chart.
 - Describe the chosen methods and analyses, including their theoretical and/or empirical underpinning. Make clear the effectiveness of your chosen approach, and substantiate your claim that the chosen project design is appropriate to answering your research question.
 - Make a concrete step-by-step plan, with task allocations, milestones and deliverables.
 - Describe the outcomes, outcome measures, and measurement techniques. The expected outcomes should be expressed in as SMART a way as possible.
3. **Feasibility**
 - Make it plausible that the aims of this grant application will be achieved within the available time, expertise, manpower, facilities and resources.
 - Explain how the budget can be optimally deployed to achieve the desired aims within the available time.
 - If you plan to include participants in your study, this must be given explicit attention. Take account of the number of participants that can be included per organisation, and of any studies already underway in the research centres.
4. **Orientation on cooperation with relevant parties**
 - Describe the position of your research in the current research field.
 - Explain how you identified other parties that have relevant expertise and might be able to contribute towards your research.
 - If applicable, give a brief description of the participating parties and how they will be involved in the proposed project.
 - If applicable, describe how your research proposal is linked to the work of multidisciplinary consortia being funded through the OPD or from elsewhere. Describe how you plan to attune your research to these ongoing projects, how you plan to initiate collaboration, and the extent to which your research activities might each supplement and support the other.
 - If your research is so groundbreaking that no such collaboration can be created, please explain why.

5. The narrative CV

In OPD fellowship funding rounds, academic research talent (in the broadest sense) is assessed in accordance with the principles described in the new '[recognition and rewarding](#)' approach to research talent. In the past, researchers were assessed principally on their academic performance, such as their number of publications, the journals in which these publications appeared, and the number of times an article was cited. ZonMw and NWO now work to employ a better-balanced assessment and selection system that takes account of the diversity of academic talent. To this end, ZonMw makes use of the 'narrative CV'.

The narrative CV involves the use of a mandatory format (for details, see [Procedure & Timeline](#) below).

- In the 'Personal profile' section, complete the requested CV details. It will be assessed by reference to:
 - your academic work experience;
 - your social engagement, efforts and contributions towards dementia care;
 - your interest in dementia care, and academic research in this field;
 - your related activities and versatility.

- In the 'Academic profile' section we ask you to describe your academic achievements and research focus. Write a descriptive narrative of your motivation for doing this research. It will be assessed by reference to:
 - whether your motivation makes you suited to carrying out your proposed research;
 - the activities and achievements supporting your motivation;
 - try to avoid simply providing a list of activities. What matters is information that shows the quality of the researcher, not the quantity of activities and achievements;
 - your level of initiative and creativity.
- In the 'Key output' section you explain why you see the (maximum of) 10 output items as your most important output. This will be assessed by reference to:
 - the narrative output per item showing the role of the researcher in the output, the impact of the output, the relation to the research proposal, and/or how it demonstrates the quality of the researcher;
 - a variety of different quality indicators per output item.

PROCEDURE & TIMELINE

If you intend to submit an application, you are expected to make an English-language draft title and summary available to us via dementie@zonmw.nl **before 20 March 2023**. This provision of a draft title and summary does not oblige you to present a full application, but it enables us to carry out preparatory activities in advance of the deadline. If you have missed the 20 March 2023 deadline and still wish to submit an application, please make this known to us as soon as possible via the same email address.

When writing your grant application, take note of the following points:

- The application must be in English, in connection with the consultation of international referees.
- Grant applications must meet the [General Grant Conditions](#). The [Grant conditions and finances](#) page also provides information on METC/CCD approval, while the [Codes of Conduct](#) page gives information on the Code for Transparency in Animal Testing and the Code of Conduct for Biosecurity.
- Besides the basic details that need to be entered in the 'My ZonMw' system, an application must also include the following (mandatory) documents. **NB!** Other appendices, such as 'letters of recommendation', are not permitted and will be ignored in the assessment of an application.
- If you have submitted a similar application to ZonMw before, you must declare this in your application. If there are few or no differences between these applications, ZonMw will assume that the second application is identical to the first and may decide not to take the second into consideration (Article 4.6, AWB).
- Your research project must start work no later than 31 December 2023.

The grant application must be accompanied by six mandatory appendices:

- **Appendix 1: Narrative Curriculum Vitae**
 - [Mandatory format](#) / Narrative CV, max. 3 A4 / English / PDF
 - The narrative CV comprises 2 parts:

A narrative academic profile

This is a narrative description of the applicant's academic profile. Here you are free to decide what you consider relevant to include in your CV section.

In this section, you should describe what kind of researcher you are by describing your research focus, research agenda and research vision. In principle, you are free to include any information you consider useful or important to demonstrating your quality as a researcher. It is up to you to show why you would be a good and suitable choice to carry out the project. The applicant is expressly asked to outline their context. Your motivation for the proposed research must be made clear, as well as your suitability for this specific (type of) research.

Key output

This is a list of no more than 10 'key output items' with explanations as to why you regard these as the most important outputs of your research. This section also has a narrative character.

This replaces what used to be a comprehensive listing of publications without context. Candidates must make their own selection of output items and provide descriptions in the CV section. The concept of 'output' here is a broad one, and can include a peer-reviewed article, pre-prints, open access data, software, presentations, contributions to popular media, and so on. These output items must each be accompanied by a brief narrative description. For each output item you are asked to describe your role in or contribution to this output (e.g. your role in the team), the impact of this output, its relationship to the research proposal, and/or how it specifically demonstrates your research quality. Use can be made of (a combination of) specific quality indicators, such as the number of times a dataset has been downloaded, the impact of the output on the policy of a given publication, the number of times an article has been cited, the fact that a collaboration led to a successful European funding application, and so on.

Note: Only those indicators that refer specifically to a given key output item, and which justify its choice, may be mentioned. General indicators such as journal impact factor (JIF) and terms such as 'top journal' or 'high quality university press' may not be used. Neither may citation h-indexes, summations and averages, for instance, be used. Within the new 'recognition and reward' approach, these indicators are regarded as bibliometric indicators that do not directly reveal anything about the quality of individual work.

- **Appendix 2: Summary for Patient and Public Involvement (PPI) organisation**

- [Mandatory format](#) / max. 2 A4 / Dutch / PDF
- In assessing the relevance of an application the committee is advised by a panel of hands-on experts (people with dementia and/or family carers). To this end, you are asked to supply a Dutch-language summary of your proposal as an appendix. You are advised to have this document read by a person with dementia or a family carer in order to check its understandability. Panel members are given access to the full application if they so desire.

- **Appendix 3: Systematic literature review**

- *Mandatory / No mandatory format / max. 3 A4 / English / PDF*
- The application should make it clear that the proposed study is the most logical next step (in science) to develop knowledge about dementia, by including a literature review describing the most up-to-date state of scientific affairs in the proposed field of study. This review can cover more than one topic, e.g. the intervention itself but also the primary outcome measure, depending on the study. There is no mandatory format. You can cite search terms in PubMed, for instance. This appendix should include a short summary of the core findings of the review, entitled 'Highlights'.

- **Appendix 4: Project planning in a GANTT chart**

- *Mandatory / max 1 A4 / English / PDF*
- This chart gives a schematic overview of the project planning.

- **Appendix 5: Budget**

- *Mandatory format / English / PDF*
- For a budget template in the correct format, see <http://www.zonmw.nl/nl/subsidies/voorwaarden-en-financien> (under the 'Downloads Begrotingen' section. **Note! Use the English version: 'Academic institutions' or 'Other institutions'**).
- The budget must make it clear whether (and if so, which) other parties are making a financial contribution to the project, and how much each of these parties is contributing (in cash and/or in kind). The budget must be designed and specified to cover the entire project, not just that part of the project for which a ZonMw grant is being requested (so inclusive of all other possible co-funding).

- Personnel expenses must be specified in the budget, so that activities related to the number of declared FTE are transparent. If applicable you should also specify any activities related to meeting the demands of the ICH Good Clinical Practice guidelines, including patients, data entry, and data monitoring.
- The budget must specify all expenses incurred by 'Materials, Equipment, Consumables' and 'Implementation costs'.
- Up to €2000 may be budgeted for an METC certificate.
- The budget must make it clear towards which expenses any co-funding is directed.
- **Appendix 6: Guarantee Declaration of candidate appointment**
 - *Mandatory / No mandatory format / English or Dutch / PDF*
 - The guarantee declaration should make it clear that (1) the candidate has an appointment for at least the duration of the fellowship, and (2) if the costs of the project exceed the maximum allowable grant the employer will guarantee the additional costs. The guarantee declaration should be signed by the responsible administrator (bestuurlijk verantwoordelijke).
- **Appendix 7: Proof of co-funding (Letter of Commitment)**
 - *If applicable / Example format available / English or Dutch / PDF*
 - The required content and conditions that apply to a Letter of Commitment (LoC) are as follows:
 - The LoC must contain a description of the contribution in cash or in kind (including activities) and the professional capacity (collaborating party or sponsor) involved. The LoC may contain no more than a single suspensory condition, namely that the commitment will be valid only if ZonMw accepts the grant application.
 - All parties (except the organisation to which the main applicant is connected) intending to contribute to the project in cash and/or in kind must submit an LoC for inclusion in the application.
 - The LoC must make use of the letterhead of the participating organisation.
 - The LoC must be addressed to the organisation to which the main applicant is connected.
 - The LoC must be signed by the authorised person responsible.

The [ZonMw website](#) provides an example format that meets these conditions, but you are not obliged to use this specific format.
- **Appendix 8: Doctoral Examination Committee declaration**
 - *If applicable / No mandatory format / English or Dutch / PDF*
 - If the applicant has not yet obtained their PhD at the moment their grant application is submitted, the application must be accompanied by an official declaration stating that the doctoral thesis has been approved by the Doctoral Examination Committee.

Other appendices than these will not be taken into consideration.

ASSESSMENT PROCEDURE

For the procedures surrounding the assessment of grant applications we refer you to the infographic '[in 10 stappen subsidie aanvragen](#)' (in Dutch)' and to the [Procedure voor aanvragers](#).

- Use is made of the standard ZonMw assessment procedure, with *audi alteram partem* (the right of reply).
- The quality of the detailed grant application is assessed by at least two external referees. They are also assessed for relevance to people with dementia and/or family carers by a hands-on committee (people with (a risk of) dementia and/or family carers).
- The applicant is offered the opportunity to respond in writing to (anonymised) referee judgements, and to respond to judgements by the hands-on committee through a hearing.

- On the basis of the grant application, referee assessments, and the hearing, the assessment committee comes to a provisional opinion on the application's relevance and quality. On the basis of the provisional scores given by the programme committee, if necessary a selection may be made of prioritised applicants who are then invited for an interview. Candidates who are not invited for an interview will be notified, and are then excluded from further assessment. All candidates are notified of a decision on their application at the same moment.

The interview

- In the interview the applicant is first asked to give a five-minute presentation. Members of the committee will then spend the next 15 minutes asking questions about the application (on any of the criteria), the assessment reports, and the applicant's responses during the hearing. The committee may also ask new questions, i.e. ones not posed by the referees.
- The interview is an important part of the assessment. It may lead to an adjustment of the assessment and the score so far awarded to the application.
- The interview is audio-recorded. The resulting audio report may be important later, if there is an appeal procedure. Once the assessment procedure has been completed, these audio recordings are destroyed.
- Following the presentation, the committee reaches its final and definitive judgement. The applications are then prioritised on the basis of a matrix, as shown below.

Prioritisation matrix

Applications are prioritised on the basis of the following matrix, which accords more importance to quality than to relevance. The reason for this is the emphasis on high-quality applications.

	Relevance			
Quality	Very relevant	Relevant	Low relevance	Inadequate relevance
Very good	1	2	-	-
Good	3	4	-	-
Adequate	-	-	-	-
Poor	-	-	-	-
Inadequate	-	-	-	-

[-]: will not be considered for funding

Applications awarded the same score on relevance and quality in this matrix are accorded further prioritisation, if the available budget allows, looking first at the distribution across work areas. If necessary, a second step will weigh up the candidate's 'narrative CV' criterion. If no differentiation can be made on the basis of these two criteria, a third step in prioritisation examines the 'innovation and added value' relevance criterion.

Timeline

Funding call opened	22 February 2023
Submission of (draft) title and summary	By 20 March 2023
Deadline for submission of detailed grant application	2pm, 18 April 2023
Receipt of referees' comments	mid-May 2023
Deadline for submission of hearing request	1 June 2023
Notification of invitation for interview	end of June 2023
Interviews	6 and 7 July 2023
Decision	mid-August 2023
Latest allowable start date	31 December 2023

Definitive dates for the interview meetings will be communicated ASAP after the grant application submission deadline

SUBMISSION

Submission (via My ZonMw)

Applicants may submit their applications only, and in accordance with the guidelines, through ZonMw's online submission system ([My ZonMw](#)). The deadline for submission of a detailed grant application is 2pm on 18 April 2023.

Tips

- ZonMw has implemented a new digital submission system. If you have never worked before with 'My ZonMw', you should first register as a 'New User', even if you already have a ProjectNet account.
- For more information on creating an account, see the general [My ZonMw/ProjectNet](#) page.
- We strongly advise making an early start with the submission of your application – at least one week before the deadline. If you have any questions, or encounter a problem, contact ZonMw's Service Desk as soon as possible at servicedesk@zonmw.nl.
- We also advise that before you submit your application digitally you print out an MS Word version of your application (via My ZonMw) and carefully check it for any inaccuracies. If you have drawn up your application in MS Word and then copied it to My ZonMw, some characters (such as inverted commas) may not have been converted correctly. This can be fixed from within My ZonMw.

Statement of agreement for submission of detailed grant application

After submitting your detailed grant application you must send a '[Statement of agreement for submission of detailed grant application](#)' to ZonMw. This must be signed by the 'main applicant' and the 'person with administrative responsibility' and sent by email to ZonMw via dementie@zonmw.nl (Abigail Kelman). This declaration must arrive within one week of submission of the application.

Substantive questions

Any questions you may have about the content of this application process can be addressed to ZonMw via dementie@zonmw.nl or to:

Abida Durrani (senior programme manager): +31-(0)70-3495239

Gabriëlle Lijten (programme secretary): +31-(0)70-4492248

Technical questions

If you have a technical question about using ZonMw's online submission system ([My ZonMw](#)), contact the service desk (8am – 5pm, Mon-Fri, +31-(0)70-3495178, servicedesk@zonmw.nl). Give your telephone number in any emails, so that we can call you if necessary.

Downloads and links:

- [General Terms and Conditions Governing ZonMw Grants](#)
- [Programme Document Dementia Research Programme](#)
- [The grant application procedure in a nutshell](#)
- [Procedurebrochure aanvragers](#)
- [The ZonMw webpage on general relevance criteria](#)
- [ZonMw Grant conditions and finances](#)
- [Grant and collaborations/contributions from third parties](#)
- [FAIR data and data management](#)
- [Open Access](#)
- [Tien principes MVL](#) (in Dutch)
- [Strengthening impact](#)
- [My ZonMw manual](#)
- [Statement of agreement for submission of detailed grant application](#)
- [Dementia Research Programme](#)

Appendices to the grant application

Appendix 1: Narrative curriculum vitae (*mandatory*)

Appendix 2: Summary for hands-on experts (*mandatory*)

- Appendix 3: Systematic literature review (*mandatory*)
- Appendix 4: Project planning GANTT chart (*mandatory*)
- Appendix 5: Budget (*mandatory*)
- Appendix 6: Guarantee Declaration of candidate appointment (*mandatory*)
- Appendix 7: Proof of co-funding (Letter of Commitment) (*if applicable*)
- Appendix 8: Doctoral Examination Committee declaration (*if applicable*)

Appendix 1

Explanation of consortium and/or sponsor agreement *(applies only if the project involves public-private collaboration)*

For this funding call, no funding will be given if agreements between the collaboration partners (i.e. parties involved in the research) would or could lead to the provision of state aid. If an application is approved, ZonMw will ask for a final draft version of the consortium agreement (approved by the parties involved, but not yet signed) in order to assess the agreements made for conformity with the applicable European law on state aid, the [General Terms and Conditions Governing ZonMw Grants](#), and the conditions of the funding call.

If a co-funder has not been included in the consortium agreement, then before the start date of the project the applicant must also submit a signed agreement detailing the financial obligations of this co-funder (the 'sponsorship agreement'). If ZonMw does not accept the consortium agreement and/or sponsorship agreement (proof of co-funding), no ZonMw grant will be awarded.

In Section 7 ('Knowledge transfer, implementation and consolidation') of the application form (Document 1), the applicant must indicate who possesses the legal rights to the existing knowledge being brought into the project (background intellectual property). If you have any questions about this, ask your IP/contract specialist (who can usually be found in the legal department, the valorisation department, or the technology transfer office (TTO) of your organisation). You can also approach this person for advice on setting up a consortium agreement or sponsorship agreement. ZonMw would advise that you involve this person at the earliest possible stage in your application. The contact details of the IP/contract specialist at the administratively responsible organisation must also be included in your detailed funding application, in the section of the application form devoted to 'other project members'.

Co-funding must have been definitively arranged for the submission of the detailed grant application. Because ZonMw wishes to be certain that a project's co-funders have legally committed themselves to the promised amounts of co-funding, a Letter of Commitment from each co-funder is a mandatory component of the submitted detailed grant application.

The [ZonMw web page](#) 'Subsidies en Samenwerking/bijdragen van derden' provides more information on different types of collaboration and contribution, with example agreements to help you draw up such agreements, giving the terms and conditions they typically contain, and relevant explanations.