

## **Research Months**

*The Swedish Cancer Society, organization number 802005-3370, 101 55 Stockholm, is the body responsible for the collection and processing of personal data in connection with grant applications.*

### **Information regarding the Fenix grant application system**

The Swedish Cancer Society has a digitized grant application system called Fenix. Fenix uses BankID and Swedish social security numbers for both identification and signing. The application is signed digitally by both the Head of Department and the applicant directly in Fenix. Applicants sign the application last, i.e. after the Head of Department has signed.

Note that if you make changes to the application after sending it to the Head of Department for signing, you must send a new request for signing by your Head of Department, as the application has changed. This applies regardless of what changes have been made.

**The signing deadline for applicants in Fenix is 29th April 2021 at 3pm.**

### **Objectives**

Grants for Research Months are intended to provide the opportunity for cancer researchers with clinical positions within the medical, healthcare, social and behavioral science professions to set aside time for research. After the allocation of Research Months, the remaining clinical activities shall amount to at least 50% of full-time employment at a Swedish healthcare facility or equivalent. Applications are welcomed from researchers in many different fields such as medicine, healthcare, natural sciences, technology, social sciences, public health sciences, behavioral and communication sciences.

The aims and rationale for what will be achieved during the research period and the applicant's role in the project must be clearly stated in the application.

The grant may be used for the researcher's own salary during the grant period.

### **Eligibility**

Research Months can be applied for by clinically active doctoral researchers with documented research experience.

Professors or lecturers with university positions are not eligible for Research Months for clinically active persons.

For legal reasons, the Swedish Cancer Society pays research grants only to Swedish educational institutions.

### **Grant period**

Research Months are a grant towards the researcher's salary for one to three months per year. Applications can be made for a maximum of three years at a time. The grant period is usually January 1 - December 31, and the period of performance is the same as the grant period.

### **Size of grants**

Grants in the Research Months category are standardized. The current standard is SEK 140,700 per month, which includes holiday allowances and salary costs. The grant also includes supplements for indirect costs. The actual salary of the grant holder is determined by the employer.

### **Administrative authority**

For legal reasons, the Swedish Cancer Society pays research grants only to Swedish educational institutions.

The Swedish Cancer Society allows deductions for indirect costs up to a maximum of 15.25 percent of the grant.

When signing and confirming the application, the Head of Department guarantees co-financing of the project if the above deductions prove to be insufficient.

### **Basis of assessment**

#### **Qualifications**

Qualifications must be included in the Fenix application.

#### **Research program**

The research program may comprise a maximum of ten pages including references (12pt, single line spacing, 2.5 cm margin).

The research program may be written in English.

The following outline is recommended for the research program:

Specific objectives	A brief account of the aim of the proposed research work.
Background	Summary of your own and others' results in the research area.
Work plan and preliminary results	Detailed description of hypotheses and planned work. The work plan should also include a methodological description where it is made clear that current technology/methodology, including statistical considerations, power analysis, etc., is in place and mastered, or is otherwise available for the project in question. Preliminary results are of great importance when applying for grants for new projects.
Significance	Brief account of the expected importance for cancer research.
Literature references	Author, title of work, publication name, volume, page, year of publication. Include only the absolutely essential references.

### **Applicant's role**

Describe the applicant's role in the project in detail, for example:

- Is the applicant considered to be the principal of the project?
- Is the applicant considered important for networks within or between projects?
- Is the applicant at an early stage of the project important for building collaborative structures?

### **Cancer relevance**

According to the Swedish Cancer Society's statutes, the society shall "support, organize and coordinate cancer research ...". In the application form there is a special field where the applicant must explain and justify the cancer relevance.

### **Scientific report**

Our experts must be able to assess the progress of the project during the most recent grant period.

1. Give a brief description of important results from the most recent grant period.
2. Make a list of the scientific articles (either printed or in manuscript form) funded by the most recently received project grants. Abstracts should not be included in the report.

References must be complete including authors, title of work, name of publication, volume, page, and year.

The list of authors should be consistent with the one used in PubMed.

Patents obtained during the grant period must be listed.

Articles related to projects not funded by the Swedish Cancer Society should not be included in the report.

### **Other grants**

Enter here your own and if applicable, if you have part of the grant with other main applicants.

### **Practical guidelines**

Holders of grants or assignments from the tobacco industry may not at the same time receive funding from the Swedish Cancer Society.

### **Applications**

Applications are made in the Swedish Cancer Society's new grant application system Fenix. Applications can be saved and altered until you have pressed the button "Request signing/Be om signering". Applications cannot be signed and submitted unless all the tabs in the application form are marked in green.

Applications cannot be altered or supplemented after the end of the application period.

### **PDF appendices**

- Research program, max. 10 pages
- Max 3 x manuscripts with original data
- Complete list of publications

### **Signing the application**

When you have completed your application, you must send it to your Head of Department by going into the "Preview/Förhandsgranska" tab. At the bottom of the page you click on "Request signing/Be om signering". This sends the application to your Head of Department, who receives it and signs it digitally with BankID.

Note that if you make changes to the application after sending it to the Head of Department for signing, you must send a new request for signing by your Head of Department, as the application has changed. This applies regardless of what changes have been made.

When the Head of Department has signed the application digitally with BankID, you as the applicant will receive an email and can then log in and in turn sign the application digitally with BankID. This should be done no later than Tuesday 29th April 2021 at 3pm.

### **Application signing period**

The deadline for signing the application is Tuesday 29th April 2021 at 3pm.

### **Decisions**

Decisions will be made at the meeting of the Research Committee in November 2021. Decisions and written feedback reports will be available in Fenix two weeks after the meeting.

### **Miscellaneous**

#### **Change of address**

The principal applicant is responsible for ensuring that up-to-date personal and institution contact information is entered into the Fenix application portal.

#### **Change of administrative authority / department**

When transferring grants to another administrative authority or to another department within the current university or high school, the application for transfer must be made in Fenix with digital signing / approval from both the current and receiving Heads of Department.

### **Reports**

Not later than three months (see contract) after the end of the period of performance, a report must be submitted via Fenix. Unused funds must be

repaid. The Scientific Report must be attached as a PDF file. Please note that the Scientific Report should not be attached if it has already been included in a new application.

**Queries**

Contact Cancerfonden, the Research Unit, for information, telephone number: 010 199 10 10, and ask for the Research unit, or email us at [forskning@cancerfonden.se](mailto:forskning@cancerfonden.se) during office hours.

**Feedback regarding decisions**

For all applicants written feedback reports will be attached to each application.

**Use of personal data**

Read more about the Swedish Cancer Society's handling of personal data in the Swedish Cancer Society's privacy policy.