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|  | Application form  ‘Mandema-stipend’ | |
|  | **Deadline:** | (DD-MM-YYYY) |

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| **0. Basic details** |

**Details of applicant**

Name, title(s):

Male/female/other:

Date and place of birth:

Address for correspondence:

Telephone:

E-mail:

**Master's (‘doctoraal’)**

Completion date (dd/mm/yy):

University:

**Doctorate**

University:

Starting date (dd/mm/yy):

Completion date (dd/mm/yy):

Supervisor (‘Promotor’):

Title of thesis:

**Specialist training**

Hospital:

Starting date (dd/mm/yy):

(Expected) Completion date (dd/mm/yy):

Discipline:

Trainer (‘Opleider’):

Email:

**Title of research proposal**

Title:

**Summary of research proposal**

(Use a maximum of 300 words; font: Times New Roman, size: 11)

Summary:

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| **1. Academic profile and key output** |

**1a. Academic profile**: (max. 700 words)

**1b.** **Key output:** (max. 10 items, 400-700 words for the motivation of your choices)

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| **2. Research project and knowledge utilisation** |

**Project description:**

**2a1. Overall aim and key objectives, including**:

* Clinical background, scientific relevance, approach, and challenges;
* Originality and innovative character of the scientific approach;
* Methods and techniques.

**2a2. Research plan, including**:

* Practical timetable/timeline over the grant period;
* Local, national, and international collaboration;
* Describe the work plan/work packages.

**2a3. The motivation for the choice of host institute**:

Describe why you want to carry out your research during your resident training, including:

* Reasons for choosing this research group;
* In what way your research complements the already existing research line(s) of the host research group;
* Any other motivation for your choice of the host research group.

**2a4. Literature references**

**Knowledge utilisation:**

**2b1. Potential:**

**2b2. Implementation:**

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| **3. Word count** |

**3. Word count:**

Indicate the number of words used for the following sections: 1a, 1b, 2a (2a1, 2a2, and 2a3 combined) and 2b (2b1 and 2b2 combined).

Words in footnotes, figure captions, text in images, in-text references, and tables should be included in the word count.

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| **4. Budget and Research time** |

**4a. Budget** (Required resources and spendings, max. € 90K)

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| **Year:** |  |  |  |  |  |  |  | **Total:** |
| **Staff costs:**  **(in k€)** |  |  |  |  |  |  |  |  |
| Applicant |  |  |  |  |  |  |  |  |
| Support staff |  |  |  |  |  |  |  |  |
| **Non staff costs:**  **(in k€)** |  |  |  |  |  |  |  |  |
| Equipment |  |  |  |  |  |  |  |  |
| Consumables |  |  |  |  |  |  |  |  |
| Travel and subsistence |  |  |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |  |  |
| **Total:** |  |  |  |  |  |  |  |  |

**4b. Time (percentage of fte) spent on the research**

**4c. Intended starting date**

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| **5. Preferred and non-preferred reviewers** |

**5a. Which external reviewers would you prefer?** (include first name, last name, institute and e-mail address, max. 2)

**5b. Are there any non-preferred reviewers?** (max. 2)

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| **6. Signature** |

I, the undersigned, declare that I am aware of and accept the provisions stated in the ‘Provisions governing the award of a ‘Mandema-stipendium’’.

Included supplements:

1. Letter of application candidate

2. Supporting documents (copies) of application(s) for (additional) financing (see 3d.)

3. Declaration of intent/recommendation trainer (‘opleider’)

4. (Approved) Specialist training program

5. Declaration of intent of the chair of the discipline group stating that the candidate is on track for a staff position within the discipline group

6. Commitment (letters) of the visiting institute(s) (if training abroad is included in the program)

1st  2nd application for ‘Mandema-stipendium’

Name of applicant/candidate:

Place:

Date:

Signature:

**Combine all required documents into a single PDF and submit electronically to:**

Ms. Arma Hartman, via gsms@umcg.nl

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| **Explanatory notes items 1-3** |

**1a. Academic profile**

* The academic profile has a max. of 700 words, including all text used in this section, including – but not limited to - references, footnotes, text in figures, figure captions, and tables.
* The use of hyperlinks is prohibited (to avoid links to, e.g., online CVs).

Provide a comprehensive description of your academic profile in narrative (descriptive) form. You may focus on scientific and societal achievements and address your research focus, research agenda, and vision. You can describe your position in the (inter)national academic field, your motivation for conducting research and for this project in particular, and the academic and societal potential of your work.

The relevant elements in describing your academic achievements depend on the particular field and your personal situation. It may also be relevant to specify contacts and collaboration with other research groups, patient organisations, and commercial contributions.

Please use the lists below as inspiration for writing your academic profile. Use subheading in the text and note that a narrative is requested rather than a list of items. For any achievement, please provide relevant context.

Required topics:

* Topics/lines of (independent) research;
* Theoretical and/or methodological contributions of your research;
* Impact of your research findings on patient care;
* Collaborations, roles in teams, and networking capabilities;
* International orientation and activities;
* Prizes, awards, and grants, and how the opportunities offered by grant(s) were used;
* Interdisciplinary activities;
* The motivation for doing research in general and this project in particular

Further inspiration for topics you may want to address:

* Conference participation and organisation;
* Educational activities, e.g., the connection of research and education;
* Mentorship or supervision of students, academic and non-academic staff;
* Outreach, popularisation, and other types of knowledge utilisation;
* Membership of scientific boards, editorial boards, and committees;
* Invited lectures;
* Administrative and managerial tasks;
* Contributions to open data and open science.

Please note that the focus of the section' Academic profile' is not on output nor output indicators, as output can be addressed in section' Key output.' For example, when describing your scientific achievements, you can only refer to the output items you also mention in section' Key output'. In case you do mention one or more key output items in section' Academic profile', you must refer to the number of output items as listed under 'Key output.' Do not refer to any additional output, output metrics (such as H-index or impact factors of journals), or expected/future output, and do not mention total output numbers.

For grants you received, you may not mention lists or total numbers of grants or prizes, nor the total acquired sum. In case you mention specific prizes or grants, you must provide context, e.g., by describing how the opportunities offered by the grant or prize were used.

**1b. Key output**

* Provide the references to your key output (max. 10, this does not mean that it is are required to mention ten items) and add a motivation for the selection of each of these output items: how does this output show your abilities/qualities as a researcher and/or how is it related to the Mandema Stipend.
* Per output item, provide one reference. The motivation may not include mention of other publications by the applicant.
* The word count (min. 400 words, max, 700 words) includes all text used in this section, except the output titles and references to the output items.
* All types of quality indicators may be stated, as long as they only relate to a single output item. Indicators that do not satisfy this guideline are excluded. This means that you may not mention h-indexes, impact factors, or any type of metric that refers to the journal, publisher, or publication platform rather than to the individual output item. References to journal or publisher reputation (e.g., terms such as 'top journal') are not allowed either; the scientific content of a paper is much more important than publication metrics or the journal's identity in which it was published. You may consider a broad range of impact measures directly related to the output item, including quantitative indicators such as the number of citations and qualitative indicators of research impact, such as influence on policy and practice. You are encouraged to provide context for each motivation to support the assessment.
* The use of hyperlinks is allowed in this section only. In the 'Key output,' you may use only one hyperlink per output item, on the condition that it links directly to the output item. This hyperlink should preferably be in the form of a persistent identifier (e.g., a DOI)."

The output may include, but is not limited to refereed articles, non-refereed articles, letters (to editors), books, book chapters, pre-prints, patents, working papers, proceedings, conference reports, software, code, and open-access databases. You may mention all types of output that occur in your field (with a maximum of 10 items in total). The status of your output must be clearly indicated.

Motivate your selection of key output; you may shortly describe the research, its impact, and your contribution to the research/output. You are encouraged to explain, in your own words, why a particular output item is directly relevant to your academic profile and/or essential to your scientific field and/or to other areas in or beyond science and/or to the research idea.

In the motivation for the choice of output, reference can be made to specific quality indicators but not to additional output. The guideline for these indicators is as follows: all types of quality indicators may be stated, as long as they only relate to a single output item.

Both quantitative and qualitative indicators that satisfy this guideline are permitted. For instance, the number of times a dataset is downloaded may be stated, or the impact of a specific article on a policy. The Mandema Stipend encourages stating several quality indicators per output, such as using the results presented in professional practice and a sentiment analysis of the citations or the number of citations for that one output. It is, therefore, possible to state the article was cited exceptionally often or has led to changes in textbooks, but also, for example, that this collaboration resulted in a successful grant application. Applicants are requested to explain why the chosen indicators are relevant; how do the indicators selected in this specific case provide insight into the quality of the work and/or the applicant?

All indicators that do not satisfy the guideline are excluded. For instance, this means that journal impact factors (JIF) or any other indicator that refers to a journal, publisher, or publication platform may not be stated. This rule applies not only to quantitative indicators but also to qualitative descriptions of reputation. Therefore, terms such as "top journal" and "high-quality university press" may not be used either. h-indexes and sums and averages of citations may also not be stated as these indicators do not just refer to the specific output concerned.

For journal publications, book publications, and where possible, all other output, provide the following information: the author(s) in the order as published, date, the title of the publication, journal or series in which the publication appeared, volume, page numbers, and (if applicable) publisher and place. Do not use "et al.," so committee members and referees can see your position in the author list. If you mention a URL, it may only refer to the individual output item. The URL should preferably be in the form of a persistent identifier (e.g., DOI). Mark open output, e.g., open access publications, open-access databases, and open-source software, with "O." Output, marked "O" must be freely accessible worldwide at least from the time of the full proposal deadline forward.

In case of publications only mention publications that have been published, are in print (which implies that you can mention page numbers or a Digital Object Identifier (DOI)), are unconditionally accepted, or are available as pre-print in an open archive, with the identifier (DOI, arXiv id, handle, or other standard persistent identifiers). Clearly indicate the status of the publication. For a list of pre-print servers, see: http://researchpreprints.com/preprintlist/

Do not list publications that are still under review, and do not use the term "forthcoming" (or any derivative thereof) as its meaning is ambiguous.

**2a. Research project**

Describe the proposed research as accurately as you can within the stated maximum number of words and pages.

This maximum is 2000 words on no more than six pages. The word count includes all text used in section 2a (2a1, 2a2, and 2a3), including (but not limited to) references, footnotes, figure captions, and tables.

Include a description of the overall aim and key objectives (2a1), the research plan (2a2), and provide a concise motivation for why the Mandema stipend is fitting in your career plan (2a3).

These sections must at least contain:

2a1. Overall aim and key objectives, including:

* Clinical background, scientific relevance, approach, and challenges;
* Originality and innovative character of the scientific approach;
* Methods and techniques.

2a2. Research plan, including:

* Practical timetable/timeline over the grant period;
* Local, national, and international collaboration;
* Describe the work plan/work packages.

2a3. The motivation for the choice of host institute:

Describe why you want to carry out your research during your resident training, including:

* Reasons for choosing this research group;
* In what way your research complements the already existing research line(s) of the host research group;
* Any other motivation for your choice of the host research group.

2a4. Literature references

**2b. Knowledge utilisation**

Please describe your project's potential for knowledge utilisation and your implementation plans in a maximum of 750 words on no more than two pages.

The UMCG wants to encourage researchers to consider knowledge utilisation of their research methods and findings by asking them to reflect on contributing to developments among various stakeholders, e.g., in science inside and outside their own discipline, health care professionals, patients, and public/private organisations.

The Dutch National Research Agenda (<https://wetenschapsagenda.nl/>) can be a source of inspiration for describing your proposed research's potential for knowledge utilisation. The routes within the Agenda can inspire researchers and help them to pinpoint the potential importance of their research for other scientific disciplines as well as for society at large and to make this tangible. Additional information about knowledge utilisation and examples can be found on the NWO website: Knowledge Utilisation.

When filling out this section, consider the following questions:

**Potential**

* Which contribution can the research make to society and/or to other scientific areas? Examples are clinical, health care, technological, economic, social-administrative, cultural, or democratic areas. 'Society' is used in the sense of society and includes both the public and private sectors.
* Which other scientific disciplines and which sectors/organisations can benefit from the research results? This concerns users in the public and private sectors, including scientists in other fields. NB: The UMCG realises that possibilities for knowledge utilisation differ per discipline and that some research projects mainly have knowledge utilisation in (other) scientific domains. If this is the case, an applicant should explain why no knowledge utilisation outside science can be expected at this point for his or her research project. The selection committee members will be asked to assess this explanation: if they are convinced that the research project indeed has no knowledge utilisation other than in the science domain, and the applicant's arguments are satisfactorily, there will be no negative influence on the overall assessment score.

**Implementation**

* Actions for implementation: mention contacts and concrete steps to facilitate impact. What action plan allow the outcomes of the research project (see above) to benefit potential knowledge users?
* How are the potential knowledge users involved (or how will they be involved) in the research project? You should consider whether the tasks are clearly divided in advance, whether the parties concerned have been involved in articulating the research question, how they could contribute to achieving the utilisation objectives, and how the on-going involvement with users will be safeguarded. Examples are user committees, matchmaking, consortia/networks, public-private partnerships (PPP), and contract research.
* What will be (concrete) outcomes for society and for other scientific areas? Effects may include medical interventions or methods, guidelines, commercial products, new ways of working, protocols, prototypes, co-publications, artefacts, media appearances, teaching methods, patents, licences, contracts, specific network meetings, and websites.
* How long will it be before possible knowledge utilisation can be expected?

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| **Provisions governing the award of a ‘Mandema-stipend’** |

**1. Acceptance**

By accepting a ‘Mandema stipend’, the recipient accepts the provisions, as well as the terms and conditions as specified by the University Medical Center Groningen (UMCG) with regard to the ‘Mandema-stipend’. Failure to comply with one or more of the provisions may result in a demand for repayment of the grant. The recipient will carry out the working program submitted to the ‘Mandema Committee’. Any changes to the program require the prior consent of the Mandema Committee.

**2. Grant**

The grant will be spent according to the approved budget (Budget, Registration form

‘Mandema stipend’). Revisions to the approved budget require approval of the ‘Mandema Committee’.

**3. Mentor**

After awarding the ‘Mandema-stipend’ the recipient and trainer (‘opleider’) will propose a mentor, a senior clinician/scientist, familiar with the topic of the research proposal and specialist training, but preferably not working in the department that has submitted the application. The mentor will confirm his/her willingness to supervise the recipient in writing. After approval of the Mandema Committee, the recipient may rely on the mentor’s opinion on all matters related to the specialist training and research work carried out during the program period. Once every three months the mentor has a meeting with the recipient and once every six months the mentor has a meeting with both the recipient and the trainer (‘opleider’).

**4. Year report**

The recipient is obliged to inform the Mandema Committee in writing the date of the start of his/her program. Yearly, the recipient is obliged to submit a report to the Mandema Committee, approved by the trainer (‘opleider’) and mentor, discussing the progress of both the specialist training as well as the research project. The recipient is also obliged to send the Mandema Committee a final research report within three months of the end of his/her program.

**5. Information on activities**

Upon request, the stipendiary will provide the members of the Mandema Committee with any information regarding the course of his or her activities and the results to which they have led.

**6. Premature termination**

A recipient who accepts an appointment outside the UMCG during period of his/her program must report this immediately to the Mandema Committee, which may then decide to demand repayment of the grant (proportional and to a maximum of € 30.000,=), in accordance with a schedule to be drawn up by the Mandema Committee. Dispensation is possible.

**7. Attachment**

The recipient should preferably declare his/her intention to attach himself/herself to the UMCG for a period of five years after his/her program ends. Any recipient who accepts an appointment outside the UMCG within five years of the end of his/her program has to report this to the Mandema Committee. The recipient must inform the Mandema Committee of his/her domicile and workplace for a period of five years following the end of the stipend period.

**8. Special circumstances**

In the event of special circumstances, the recipient must always contact the Mandema Committee via gsms@umcg.nl.

Groningen, October 2022