

INTERNATIONAL PROGRAMME OF: *Chair in Paediatric Oncology Research*

- ✓ Gather the necessary information of the call and download the required templates at:
[SD-Cancer - Chaire - Cancérologie pédiatrique \(inserm.fr\)](https://www.inserm.fr/SD-Cancer-Chaire-Cancerologie-pediatrique)
- ✓ Create your account on eva3 platform (for non-Inserm applicants):
<https://www.eva3.inserm.fr/create>
- ✓ Fill in the online forms (they are obligatory*) at your personal space on the eva3 platform
- ✓ Fill in the application file (as per the template provided [eva](#)). Some useful points to consider while writing this part as suggested by our reviewers during the course of different committees:

Make your application easy to read and understand

- Aim your scientific proposal at people who have specific expertise in your field as well as those who have broader research experience.
 - Provide a balanced overview of the background, rationale and supporting evidence. Refer to appropriate studies by others and use preliminary data, pilot studies and/or scoping research to support your research question(s).
 - Give enough detail that reviewers can understand what you are proposing, how it will be carried out and whether it is feasible.
 - Request research costs that are necessary for your project. Make sure you are aware of what you can and cannot ask for – this information is available in the call text and on the first page of the template for financial annexe.
 - Use a title that is specific and reflects the importance of the proposal. Structure the document with clear headings and subheadings.
 - Write in clear English and avoid repetitions of technical jargon where possible. Keep abbreviations and acronyms to a minimum – define them when they are first used.
 - List all references consistently.
 - Use diagrams and figures where appropriate.
 - Proof read for spelling and grammar mistakes before submitting.
- ✓ Get the financial annex (as per the template provided [eva-accueil](#)) filled in by the managing body in conformity to the financial regulations of the call text. This should be filled, signed and stamped by **the legal representative** of respective managing bodies and uploaded in excel and pdf format.
 - ✓ The CV of the candidate should be filled in accordance to the template provided in the application file [eva-accueil](#) .



RÉPUBLIQUE
FRANÇAISE

*Liberté
Égalité
Fraternité*

Inserm

La science pour la santé
From science to health

- ✓ The Bank Identity Statement of the Managing Body of your host organisation, your managing body should be able to help you with it.
- ✓ Administrative authorizations for data usage, if necessary.
- ✓ Two recommendation letters *in pdf format* should be sent to:
cancerinserm.chairecanceropediatrie@inserm.fr