Appel à projets : Conséquences à long terme des traitements en cancérologie pédiatrique (CTCP)

Long-term consequences of treatments in pediatric oncology

**Application form**

The application form **must be written in English** to allow evaluation by international experts.

Please read the call for proposals text before completing this document. All information regarding the call for proposals and related documents is available:

<https://www.eva3.inserm.fr/process/780>

The application must be submitted by the coordinator on the EVA platform:

<https://www.eva3.inserm.fr/process/780>

**No later than** **May 28, 2025, at 12:00 PM (Paris time)**

It must include:

1. The application file detailing the administrative and scientific aspects of the project, with signatures, in **PDF format**
2. The budget annex, with signatures, in **Excel format**
3. Signed commitment letters for all teams, in **PDF format**

**Notes:**

1. Annexes must be included in this document (**Section F**) and should not be submitted as separate files.
2. The **PDF and Excel files must not exceed 15 MB** (please compress any figures if necessary).
3. Document titles must follow this format:
	* CoordinatorName\_application.pdf
	* CoordinatorName\_budget.xls

**For any scientific or administrative inquiries, please contact:**

**aap-ctcp.isp@inserm.fr**

 **For technical aspects related to the EVA platform, please contact the EVA3 technical team:** **eva@inserm.fr**

Table des matières

[A – PROJECT OVERVIEW 3](#_Toc193820045)

[1. Project identification 3](#_Toc193820046)

[2. Relevance to the scope of the call 3](#_Toc193820047)

[3. Keywords (max 5) 3](#_Toc193820048)

[4. Disciplines (max 5) 3](#_Toc193820049)

[5. Abstract 3](#_Toc193820050)

[6. Participating teams 4](#_Toc193820051)

[7. Project budget and duration details 4](#_Toc193820052)

[8. Collaborative nature of the project 5](#_Toc193820053)

[9. Funding request through other organizations 5](#_Toc193820054)

[B – SCIENTIFIC DESCRIPTION OF THE PROJECT 5](#_Toc193820055)

[C – PARTICIPATING TEAMS 6](#_Toc193820056)

[C.1 – Details about team #1 6](#_Toc193820057)

[1. Team #1 leader (project coordinator) 6](#_Toc193820058)

[2. Team #1 members 7](#_Toc193820059)

[3. Team #1 publications 8](#_Toc193820060)

[4. Team #1 administrative details 8](#_Toc193820061)

[C.2 – Details concerning team #N 9](#_Toc193820062)

[1. Team #N leader 9](#_Toc193820063)

[2. Team #N members 10](#_Toc193820064)

[3. Team #N publications 11](#_Toc193820065)

[4. Team #N administrative details 11](#_Toc193820066)

[D – DISQUALIFIED EXPERTS FOR THE PEER-REVIEW 12](#_Toc193820067)

[E – ETHICAL RULES AND REGULATORY ASPECTS 12](#_Toc193820068)

[1. Type of project 12](#_Toc193820069)

[2. Regulatory and ethical approvals 13](#_Toc193820070)

[3. Databases 13](#_Toc193820071)

[F – APPENDICES 13](#_Toc193820072)

A – PROJECT OVERVIEW

1. Project identification

Complete project title (in English):

Cliquez ou appuyez ici pour entrer du texte.

Complete project title (in French)[[1]](#footnote-1):

Cliquez ou appuyez ici pour entrer du texte.

Acronym (if any):

Cliquez ou appuyez ici pour entrer du texte.

Project coordinator name:

Cliquez ou appuyez ici pour entrer du texte.

Project coordinator email:

Cliquez ou appuyez ici pour entrer du texte.

1. Relevance to the scope of the call

Please explain how your project aligns with the scope of the call: Cliquez ou appuyez ici pour entrer du texte.

1. Keywords (max 5)

Provide up to 5 keywords describing your project**:** Cliquez ou appuyez ici pour entrer du texte.

1. Disciplines (max 5)

Select up to 5 relevant disciplines characterizing your project**:** Cliquez ou appuyez ici pour entrer du texte.

1. Abstract

Provide a summary of the project **in both French and English**. Each summary must not exceed **one page** and must be structured as follows: **background**, **objectives**, **methods**, and **perspectives**.

Notes

The **scientific eligibility** of your project will be assessed based on this abstract. Additionally, if the project is selected for funding, the abstract may be **published by Inserm**.

|  |
| --- |
| Abstract in French (1 page max: background, objectives, methods, perspectives) |
| Cliquez ou appuyez ici pour entrer du texte. |

|  |
| --- |
| Abstract in English (1 page max: background, objectives, methods, perspectives) |
| Cliquez ou appuyez ici pour entrer du texte. |

1. Participating teams

|  | Funding request | Name of the PI | Position or title[[2]](#footnote-2) of the team leader, ORCID number (if applicable)  | Name of the laboratory, team or organization, RNSR number (if applicable) |
| --- | --- | --- | --- | --- |
| Team 1 (Coordinator team) | [ ]  Yes[ ]  No | **[Scientific coordinator name]** |  |  |
| Team 2 | [ ]  Yes[ ]  No |  |  |  |
| Team 3 | [ ]  Yes[ ]  No |  |  |  |
| Team 4 | [ ]  Yes[ ]  No |  |  |  |
| Team 5 | [ ]  Yes[ ]  No |  |  |  |

1. Project budget and duration details

|  |  |
| --- | --- |
| Requested budget (in €)[[3]](#footnote-3) | Cliquez ou appuyez ici pour entrer du texte. |
| Total estimated project cost (in €)[[4]](#footnote-4)  | Cliquez ou appuyez ici pour entrer du texte. |
| Funding duration (in months) | Cliquez ou appuyez ici pour entrer du texte. |

1. Collaborative nature of the project

Indicate whether the project includes a collaborative dimension as defined in the call for proposals text:

[ ]  Yes

[ ]  No

1. Funding request through other organizations

Indicate whether the project has also been submitted in parallel to a call for proposals launched by an organization other than Inserm:

[ ]  Yes

[ ]  No

If yes, please specify the organizations concerned: Cliquez ou appuyez ici pour entrer du texte.

B – SCIENTIFIC DESCRIPTION OF THE PROJECT

**Use a layout that ensures comfortable reading of the document** (Calibri 11, single line spacing, margins of 2 cm or more, page numbering; for tables and figures, use at least Calibri 9 or equivalent).

The scientific description, which must be written **in English**, should be **detailed, complete and precise**, and present the following points clearly **(maximum 15 pages)**:

* **Context** of the project and **its** **relevance** to the current state of research and to national and international public policies and initiatives. The project should clearly demonstrate how it leverages **existing pediatric cancer cohorts or registries**. **The constitution of new databases is not eligible under this call for proposals.**
* **The research question, objectives, and hypotheses**, which should be stated clearly. The proposal must explicitly justify **how the selected cohort or registry supports the study objectives.**
* A **detailed description of the methodology**, that must align with the objectives and highlight the identified limitations; the study design will be clearly defined and justified. Statistical considerations will also be clearly addressed and justified to support the statistical power and robustness of the planned analyses.
	+ A dedicated section should describe the **cohort or registry in detail** (name of the cohort/registry, year of creation, type and quality of data, data collection methodology…). Statistical considerations will integrate the **quality and completeness of the data** from the cohort/registry.
* The **project's feasibility** must be clearly demonstrated, particularly regarding access to data, as well as regulatory and ethical considerations. A detailed project timeline should also be presented, notably the key milestones concerning the data management.
* The **project's budget** must be detailed, justified and aligned with the application request, and comply with the funding rules of the call for proposals[[5]](#footnote-5). This section should provide a clear understanding of the budget distribution presented in the budget annex, in relation to the project's objectives and structure. It should not duplicate the budget annex.
* The **expected results and their exploitation** (in terms of social utility and added value to research), as well as the pragmatic methods for the valorization and exploitation of the results. The proposal should explain **how results will be transferred into clinical practice to enhance treatment procedures and surveillance after treatments.**
* The **justification of the teams’ composition** in relation to the project’s objectives, including the relevance and complementarity of their expertise, as well as the specific role of each partner. This includes a clear outline of the teams’ skills in cohort/registry management, long-term outcome studies, epidemiology, biostatistics, and ethical/legal considerations. Additionally, the description should address how the teams will collaborate, coordinate, and integrate multiple disciplines throughout the research.

**Relevant bibliographical references** may be included in appendix.

*Write the scientific description of the project here.*

C – PARTICIPATING TEAMS

C.1 – Details about team #1

Is a funding requested?

[ ]  Yes

[ ]  No

1. Team #1 leader (project coordinator)

Notes

The team leader of Team #1 is **the project coordinator**.

|  |
| --- |
| **Team leader/Project coordinator** |
| Name  |  |
| Email  |  |
| Phone  |  |
| **Lab, team or structure** |
| Name of the lab, team or structure  |  |
| Address |  |
| City |  |
| ZIP Code  |  |
| Country |  |
| **Grant recipient organization** |
| Name |  |
| Legal status  |  |

|  |
| --- |
| Coordinator’s short resume (max. half a page) |
|  |

1. Team #1 members

Notes

There is no restriction on the number of people making up a team. Mention all the staff planned for the project, permanent or temporary (and specify whether recruitment is envisaged) complete with the level and function of each. Also indicate the scientific coordinator of the project. Do not list administrative assistants.

| Name | Funding requested for the position | Position, title**[[6]](#footnote-6)** and status (permanent or temporary) | ORCID number (if relevant) | Discipline (if relevant) | Proportion of working time dedicated to the project**[[7]](#footnote-7)** (as a percentage of FTE) |
| --- | --- | --- | --- | --- | --- |
| **[Scientific coordinator name]** | [ ]  Yes[ ]  No |  |  |  |  |
|  | [ ]  Yes[ ]  No |  |  |  |  |
|  | [ ]  Yes[ ]  No |  |  |  |  |
|  | [ ]  Yes[ ]  No |  |  |  |  |
| … |  |  |  |  |  |

1. Team #1 publications

|  |
| --- |
| Main publications of the members of team #1 over the last five years (max. 15) |
|  |

1. Team #1 administrative details

|  |
| --- |
| Managing institution for team #1 (mandatory) |
| Name |  |
| Legal status (EPST, EPA, …) |  |
| Structure in charge of administration |  |
| Name of the legal representative |  |
| Position of the legal representative |  |
| SIRET number |  |
| Address |  |
| City |  |
| ZIP code |  |
| Phone |  |
| Email |  |

|  |
| --- |
| Person in charge of administrative follow-up within the managing organization (only if team #1 is requesting funding) |
| Name |  |
| Position |  |
| Phone |  |
| Email |  |

C.2 – Details concerning team #N

Notes

This section should be duplicated for each partner team, with '**N**' adjusted according to the team number (e.g., Team #2, Team #3, etc.).
**All partner teams must complete this section**, whether they are requesting funding or not.

Is a funding requested?

[ ]  Yes

[ ]  No

1. Team #N leader

|  |
| --- |
| **Team leader** |
| Name  |  |
| Email  |  |
| Phone  |  |
| **Lab, team or structure** |
| Name of the lab, team or structure  |  |
| Address |  |
| City |  |
| ZIP Code  |  |
| Country |  |
| **Grant recipient organization** |
| Name |  |
| Legal status  |  |

|  |
| --- |
| Team leader’s short resume (max. half a page) |
|  |

1. Team #N members

Notes

There is no restriction on the number of people making up a team. Mention all the staff planned for the project, permanent or temporary (and specify whether recruitment is envisaged) complete with the level and function of each. Also indicate the scientific coordinator of the project. Do not list administrative assistants.

| Name | Funding requested for the position | Position, title**[[8]](#footnote-8)** and status (permanent or temporary) | ORCID number (if relevant) | Discipline (if relevant) | Proportion of working time dedicated to the project**[[9]](#footnote-9)** (as a percentage of FTE) |
| --- | --- | --- | --- | --- | --- |
| **[Scientific coordinator name]** | [ ]  Yes[ ]  No |  |  |  |  |
|  | [ ]  Yes[ ]  No |  |  |  |  |
|  | [ ]  Yes[ ]  No |  |  |  |  |
|  | [ ]  Yes[ ]  No |  |  |  |  |
| … |  |  |  |  |  |

1. Team #N publications

|  |
| --- |
| Main publications of the members of team #N over the last five years (max. 15) |
|  |

1. Team #N administrative details

|  |
| --- |
| Managing institution for team #N (mandatory) |
| Name |  |
| Legal status (EPST, EPA, …) |  |
| Structure in charge of administration |  |
| Name of the legal representative |  |
| Position of the legal representative |  |
| SIRET number |  |
| Address |  |
| City |  |
| ZIP code |  |
| Phone |  |
| Email |  |

|  |
| --- |
| Person in charge of administrative follow-up within the managing organization (only if team #N is requested funding) |
| Name |  |
| Position |  |
| Phone |  |
| Email |  |

D – DISQUALIFIED EXPERTS FOR THE PEER-REVIEW

Note

You may request the exclusion of up to three individuals from the scientific evaluation of this project. This request must be duly justified (personal conflict, conflict of interest, confidentiality, etc.).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Name** | **Name of the lab, team, structure** | **City, country** | **Justification** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

E – ETHICAL RULES AND REGULATORY ASPECTS

1. Type of project

Indicate whether the project involves human participant research[[10]](#footnote-10) :

[ ]  Yes

[ ]  No

Please specify the type of project and the study plan: Cliquez ou appuyez ici pour entrer du texte.

1. Regulatory and ethical approvals

Indicate whether regulatory and/or ethical approvals are required for the implementation of the project:

[ ]  Yes

[ ]  No

If yes, specify which ones:

[ ]  CPP[[11]](#footnote-11)

[ ]  CESREES[[12]](#footnote-12)

[ ]  CNIL[[13]](#footnote-13)

[ ]  Other, please specify: Cliquez ou appuyez ici pour entrer du texte.

Please specify the current status of the approval process (expected submission date, feedback from these bodies, etc.) and the standards to be met to carry out the project:[[14]](#footnote-14) : Cliquez ou appuyez ici pour entrer du texte.

1. Databases

Please list all the databases (registry, cohorts, others) that will be used in the project:

* Cliquez ou appuyez ici pour entrer du texte.
* Cliquez ou appuyez ici pour entrer du texte.
* Cliquez ou appuyez ici pour entrer du texte.

Specify the access conditions for the databases, as well as how the data will be used within the project18: Cliquez ou appuyez ici pour entrer du texte.

F – APPENDICES

Additional supporting documents may include:

* + For **associations** requesting funding:
* Articles of association
* Income statement for the last closed financial year
* Organizational chart
* Bank certificate of financial capacity (dated within the last three months)
* Justification of their interest in participating in the research
	+ Any **regulatory approvals** already obtained.

*Attach the appendices here.*

1. For dissemination if funded [↑](#footnote-ref-1)
2. CR, DR, MCU, MCA, PU, PA, Post-doc, etc [↑](#footnote-ref-2)
3. Here, only enter the amount related to the funding request. [↑](#footnote-ref-3)
4. Here, enter the total project cost, including costs for which no funding is requested. [↑](#footnote-ref-4)
5. The project's budget must also be thoroughly and accurately completed in the budget annex. [↑](#footnote-ref-5)
6. CR, DR, MCU, MCA, PU, PA, post-doc, doctorant, ITA, .... [↑](#footnote-ref-6)
7. The scientific coordinator must be involved in the project for at least 20% of their research time. Please specify if the time dedicated to the project does not cover its entire duration. [↑](#footnote-ref-7)
8. CR, DR, MCU, MCA, PU, PA, post-doc, doctorant, ITA, .... [↑](#footnote-ref-8)
9. The scientific coordinator must be involved in the project for at least 20% of their research time. Please specify if the time dedicated to the project does not cover its entire duration. [↑](#footnote-ref-9)
10. Please refer to the [Jardé law](https://www.legifrance.gouv.fr/loda/id/JORFTEXT000025441587/) [↑](#footnote-ref-10)
11. Comité de Protection des Personnes / *Ethical Research Comittee* [↑](#footnote-ref-11)
12. Comité d’Expertise pour les Recherches, les Etudes et les Evaluations dans le domaine de la Santé.

*Advisory Committee on the processing of information in the field of health research / Expert Committee for Research, Studies and Evaluations in the field of health research* [↑](#footnote-ref-12)
13. Commission Nationale de l’Informatique et des Libertés / *National Commission for Data Protection and Liberties (CNIL-France)* [↑](#footnote-ref-13)
14. All procedures must be presented in relation to their impact on the project's estimated timeline [↑](#footnote-ref-14)