

# ELIGIBILITY AND FUNDING CRITERIA

## Purpose of OKF

The purpose of the Otto Kranendonk Fund (OKF)<sup>1</sup> is to stimulate scientific research and knowledge transfer in the area of global health (including tropical medicine) by members of the Netherlands Society for Tropical Medicine and International Health (NVTG). The OKF provides research grants to actions, which are in line with Sustainable Development Goal 3 ('ensuring healthy lives and promote well-being for all at all ages'), with a specific focus on low- and middle-income countries or low-resource settings.

## Organisation and management of the fund

The Foundation OKF is governed by the Executive Board of the NVTG ('Board') consisting of the chair, secretary and treasurer of the NVTG. The NVTG directs and supervises the fund, sets the annual ceiling, announces calls for applications and is responsible for administrative and financial matters of the fund. The Scientific Committee of the NVTG is assigned with reviewing the proposals and advising the Board on eligibility of the proposals following the granting conditions and granting criteria as set out in this document.

## Profile applicants

The fund is open to *members of the NVTG only*, who can apply for a grant either as main applicant or as co-applicant. Additional conditions are:

- Applicants should be working in the area of global health, including tropical medicine.
- Researchers may be health workers, researchers, Master's or PhD candidates.
- The research should be supported by a local structure: either (non) governmental or academic institutions, and proof of active involvement of local researchers must be provided.
- At least one of the applicants must work within a health care or research setting within a Low- or Middle-Income Country.

## Granting conditions

- The proposal should follow the guidelines as laid out in the application guidelines available on: [www.nvtg.org/wat-we-doen/otto-kranendonk-fonds](http://www.nvtg.org/wat-we-doen/otto-kranendonk-fonds).
- As the fund is primarily directed to stimulate small-scale research in the area of global health, the focus is on studies with a *maximum* of 1,5 year duration of fieldwork. Pilot studies that may form the basis of a larger study or study proposal are considered for funding – however the study needs to be a standalone project with clearly defined outcomes.
- The maximum applicable amount from the OKF is € 10,000. In case multiple funding sources are contributing to the proposed project, the contribution of the OKF should be specified.

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<sup>1</sup> Formerly the 'Stichting Erefonds Tropische Geneeskunde' (since 1994). OKF operated since under its current name since 2003; in 2010 the name of the fund was officially changed in honor of its sole benefactor Otto Kranendonk.

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- Ethical approval (from an appropriate committee or committees) must be obtained before the start of the research, and within 6 months at the very latest after the funds have been awarded. Studies involving human beings should adhere to international codes of conduct for medical research, including the Declaration of Helsinki. This includes the requirement for informed consent for all studies involving the collection of data that is not part of routine diagnosis or clinical care and specific attention for confidentiality of study participants and the protection of vulnerable populations. Applicants should provide a list of committees that will review the project and are required to provide evidence for ethics approval during reporting for the OKF.
- Research activities that have already started or have been completed when the proposal is submitted cannot be funded.

### Eligible costs

The grant covers direct costs related to the conduct of the study, such as costs related to:

- Field work: including travel, data collection and data management. These costs may include a compensation of local staff carrying out study specific duties provided this adheres to institutional policy.
- Clinical, laboratory and other consumables.
- Analysis and reporting.
- Equipment or software may be supported in exceptional circumstances where they are essential to undertake the proposed research and form a minor component of the total budget. A clear rationale for equipment and details on what will happen to durables after the end of the project need to be provided if equipment is requested.

### Non-eligible costs

- Staff salaries of main researchers.
- Desktop computers and laptops are not eligible for funding.
- Overheads.

### Application, assessment and payment procedure

- Applications should be directed to the NVTG: [info@nvtg.org](mailto:info@nvtg.org) and should follow the application guidelines.
- The Scientific Committee assesses each proposal against the granting conditions and criteria as set forward in this document. Only proposals passing the granting conditions will be reviewed in full.
- Within 6 weeks after closure of the call the applicant can expect to be informed of the decision of the Executive Board of the NVTG. Rejected proposals may be revised and presented in a new round of the OKF.
- After confirmation of acceptance, the Treasurer of the NVTG will disburse 90% of the total amount requested, providing receipt of any outstanding documentation as stipulated in the approval letter (e.g. proof of ethical approval and co-funding). The remaining 10% will be paid upon completion of the research, after approval of the final

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report and financial statements. Proof of expenditure is required; and the total amount to be reimbursed cannot exceed the approved budget.

### Reporting and publishing conditions

- Grantees are required to submit a progress reports following the Reporting Guidelines, available on [www.nvtg.org/wat-we-doen/otto-kranendonk-fonds](http://www.nvtg.org/wat-we-doen/otto-kranendonk-fonds).
- Within three months after completion of the project, a final report plus a financial statement will be submitted to the NVTG secretariat. The treasurer may request supporting evidence for the financial statement.
- Researchers are encouraged to publish the outcome in a peer-reviewed journal, and made easily accessible preferably through open access.
- It is encouraged to disseminate results among (local) stakeholders and to translate research findings into guidelines or protocols.
- The research team can be invited to present the results in scientific meetings of the Society.
- Outstanding studies can be awarded with additional financial support for publication.

### Contact details

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