

# **Else Kröner-Fresenius- Stiftung**

## **Information for First and Second Applicants**

Status: November 1<sup>st</sup>, 2023

## 1. Targeted objective and focus of project funding

The targeted objective of this call for applications is to establish the opportunity toward scientific independence at an early stage for outstanding young scientists in medical research employed at German research institutions. The self-reliant conception and implementation of a promising research project is intended to lay the cornerstone for a viable research profile and an own work group.

First and second applications can be submitted for all topics involving medical research. The selection of projects occurs on a competitive basis in an internal (Scientific Commission at EKFS) and/or an external peer review process. This process recognizes both previous scientific (and clinical, if applicable) achievements, in particular including the candidate's publication output, and the scientific quality, originality and relevance of the proposed project. As a matter of principle it is not possible to submit application for one's own position.

## 2. Formal prerequisites

### 2.1. Applicant

Applications can be submitted by graduate physicians (MD) or scientists working in medical research who are employed at a university hospital, a university or an extramural research institution in Germany.

First and second applicants must be younger than 38 years old. This age limit can be raised in justified individual cases to be clarified in advance due to family commitments (such as pregnancy, parental leave or caring for relatives), military service or alternate mandatory service in lieu of military service, or issues of a comparable nature.

First original publications as lead author are a prerequisite. As a rule applicants will have continued their scientific work after receiving their PhD within the scope of a period as postdoctoral fellow or accompanying their further medical training.

The acquisition of one own funded project in peer-reviewed procedures, of intramural funding or smaller external subproject funding (e.g. as co-applicant) does not act as grounds toward exclusion for application submission. The same applies for personal fellowships that have been awarded without non-monetary resources. However, scientists who have acquired more than one funded project as project managers in peer-reviewed procedures from, inter alia, DFG, BMBF, Krebshilfe, the EU and similar organizations are no longer eligible for application in this procedure. Physicians and scientists who have already acquired one project funding from the Else Kröner-Fresenius-Stiftung are no longer eligible.

- 2.2. The previous option of having a second (as a rule, more experienced) scientist in a capacity as co-applicant no longer applies for applications submitted as of October 1, 2018. This is intended to underscore applicants' self-reliance and individual accountability within the Funding Line for First and Second Applicants. A letter of support from a scientific or scholastic mentor (e.g. work group leader or department head) can be included as enclosure to the application in the event that this person is not identical to the director of the hospital clinic or institute. This letter of mentorship does not function as a substitute for the obligatory cover letter from the hospital clinic or institute director in charge (see 2.3. below). In special cases and only after prior clarification with the Foundation, an application by two equal project leaders sharing one position is conceivable.
- 2.3. Cover letter  
A cover letter from the hospital clinic or institute director in charge is a decisive component of the application (Part C of the application documents). An assessment of the applicant's academic prospects, an assessment of the project's scientific potential, as well as binding commitments to support the project from resources at the hospital clinic or institute must emerge from this letter. See the information on application submission and application format template, Part C.
- 2.4. Approvals of all studies planned within the scope of the proposed project (in particular animal testing approval and ethics committee vote)
- 2.5. Proof of origin and/or authentication of cell lines used
- 2.6. A power analysis and biometric sample size planning which convincingly demonstrate the expectability of statistically significant findings is prerequisite to reviewing an application.
- 2.7. Cooperation commitments from all cooperating partners critical for the success of the project
- 2.8. In the event that application deals with a clinical study, presentation of the study protocol
- 2.9. If the institution making the application is not a university or an extramural research institution under public law, we request a brief description of the institution (legal form, non-profit status, performance capability).
- 2.10. Applications can be presented in German or English (solely in mother-tongue proficiency, please). Please avoid using mixtures of languages. If your application relates to a field of research that is very strongly networked on a national level, we request an application in English to enable the involvement of foreign reviewers as the situation requires.

- 2.11. The application (including cover letter, excluding appendices) should not exceed 20 pages conforming to the German DIN A4 size format (in Arial 11 pt, single-spaced or comparable font type). Inserted tables and illustrative diagrams are welcome.

### 3. Application documents

Please structure your application into 4 separate PDF documents, and please send them as 4 separate PDF files (A, B, C, D) per email to [antrag-wissenschaft@ekfs.de](mailto:antrag-wissenschaft@ekfs.de). Please do not forget to number the pages.

If you have not received any confirmation of receipt after one week, please enquire whether your application has been received.

A Project description (the structure specified below is to be adopted, including the subheadings)

B CVs, publications and list of the applicant's current externally funded projects (see below for formats and details)

C Appendices regarding the prerequisites for implementation (if necessary, here too individual PDF files may be created):

- Cover letter from hospital clinic or institute  
direction in charge
- Approvals (animal testing approval, ethics  
committee vote)
- Proof of authentication of cell lines planned for use
- Cooperation commitments
- Study protocol

D Generally understandable representation of the research project  
being submitted for application

## As to A: Project description

### 1. General information

#### 1.1. Project title

#### 1.2. Applicant and institution

Applicant's postal address and contact data (email addresses)

#### 1.3. Project duration in months

#### 1.4. Resources applied for from Else Kröner-Fresenius-Stiftung (as sum total here; details under 4.)

### 2. Scientific project description

#### 2.1. Summary

Brief summary of the targeted objective and expected findings of the project (0.5 pages).

#### 2.2. Research status

Brief outline of the project's scientific context, including an assessment of the competitiveness of the approach being pursued (max. 2 pages)

#### 2.3. Own preliminary work

Summary of own preliminary work and findings underlying the proposed project; if applicable, a statement is to be made regarding the availability of cell lines (i.e. of genetic constructs), mouse lines, animal models, established specific methodological approaches (5 pages).

Cite your maximum 5 most important project-related publications and list them at the end of the section (see Appendix B for method of citation).

#### 2.4. Work plan

##### 2.4.1. Outline of hypothesis/hypotheses and work packages derived thereof

##### 2.4.2. A detailed work plan that clearly and comprehensibly presents the experimental trial or study design, including biometric planning (overview of experimental trial groups, derivation of sample size figures) and analysis, as well as materials, methods, experimental trial or study workflow. This is the core of the application. (10 pages)

## 2.5. Schedule

The schedule ought to include the most important work steps and – if possible – milestones and defined outcomes.

## 2.6. Significance of the project for the specialized field and for application of the findings in practice

Description of the project's potential scientific and clinical significance and/or of the expected outcomes. (0.5 pages)

## 2.7. Literature regarding the application, please using complete quotes, applicant bold; quotation marks in text: Rakoff-Nahoum et al. 2015

Format template:

Rakoff-Nahoum S, Kong Y, Kleinstein SH, Subramanian S, Ahern PP, Gordon JI, **Medzhitov R (applicant bold)**. Analysis of gene-environment interactions in postnatal development of the mammalian intestine. *Proc Natl Acad Sci USA* 2015; 112: 1929-1936

## 3. Organizational prerequisites

### 3.1. Description of work group, allocation of responsibilities within project and available scientific infrastructure

Allocation of roles and responsibilities and, to the extent possible, naming of all persons collaborating on the project:

- applicant, including indication in % regarding the average proportion of weekly work hours which shall be utilized for the project in the event of funding approval
- specification of the term of the current employment contract
- specification if the applicant's position is covered by institutional or third-party-funds
- other institutionally funded contributors, including binding indication in % of the proportionate share of working hours which they are able to be available to the project
- staff to be financed from this foundation's resources

Justification for personnel positions specifically applied for is to be given here with an eye to project implementation. As a matter of principle the applicant's own position cannot be applied for.

## 4. Planned project funding

### 4.1. Planned total expenditure for the project

## 4.2. Breakdown of total costs

- Resources provided from the institution's basic funding
- External funding applied for from or granted by another entity (please enclose copies of funding approvals)
- Funding applied for at Else Kröner-Fresenius-Stiftung (sum total in EUR)

## 4.3. Breakdown of resources applied for at EKFS

### 4.3.1. Personnel resources (in EUR)

Indication is to be made of the intended period of employment, the pay scale structure (e.g. concrete definition as per the German "TVöD" [public service collective bargaining agreement] or "TVL" [public service collective bargaining agreement for federal states]), as well as social security contributions etc. usually attributable to the employer. Only precise disclosures of personnel expenses enable an estimation of resources which are potentially to be approved. Positions for doctoral candidates are allowed to be estimated at up to 65% of an academic position (postdoctoral).

As a rule, grants-in-aid as envisaged by German collective bargaining legislation for public service employment are not granted. At most, the assumption of 50% of health insurance premiums comes into question, however no more than up to 50% of the respective AOK premium (major German health insurer for employees).

### 4.3.2. Resources for equipment investments (in EUR)

The only equipment investments that can be financed from this foundation's resources are those which are exclusively project-specific and not to be attributed to basic equipment.

In the event that project-specific equipment has to be applied for, the applicant should audit the equipment available on the market in terms of its adequacy prior to formulating the application and justify the choice made (type of equipment and accessories). In the case of equipment with individual acquisition costs of over EUR 2,500, wherever possible several detailed cost estimates ought to be presented.

Investment resources being applied for (prices including VAT, transport costs, etc.) are to be presented broken down in clearly arranged form. If large-scale equipment with acquisition costs of over EUR 25,000 is being applied for, the applicant is to equally present price quotes via leasing or rental of the equipment for the duration of the application period.

#### 4.3.3. Consumables (in EUR)

The need is to be specified as precisely as possible, stating the costs and compiling them in detail.

#### 4.4. Cost schedule

Preparation of a cost schedule from which it is clear when installments are required (precise call dates) for which quarter in which amount.

To avoid interest losses for the foundation, for each quarter this foundation does not remit funds until the beginning of the quarter in which the funds are needed for the approved purpose.

#### 4.5. Disclosures pertaining to follow-up financing

Outline the planning for the further course of action beyond the scheduled term of project.

### 5. Declaration

Declaration as to whether the project application presented or a similar project application has previously been submitted to another funding entity. In the event of a preceding rejection of the project application by another funding entity, we request notification of the reasons for rejection or of the reviewers' votes to the extent possible. This request has no prejudicing influence on the project's chances of funding. It is merely intended to optimize our information status and relieve the burden on the expert reviewer system.

By signing, the applicant and co-applicants obligate themselves to comply with the "Recommendations for ensuring good scientific practice" (*Empfehlungen zur Sicherung guter wissenschaftlicher Praxis*) issued by DFG (German Research Foundation) as revised in 2019.

### 6. Voluntary declaration of consent for storage of your data

We request the following declaration of consent from you to enable us to continue to notify you of our calls for applications and activities in future:

*I hereby consent to address and communication data regarding my person (name, address, telephone number, fax, email) being stored and used for future notifications of calls for applications, events and publications issued by Else Kröner-Fresenius-Stiftung.*

This consent is being given voluntarily and may be informally revoked at any time by notifying Else Kröner- Fresenius-Stiftung, Louisenstraße 120, 61348 Bad Homburg v.d.H., Germany.

You can find the data protection information in compliance with the GDPR on our website home page under [Data Protection Notice](#).

7. Signature of the project manager
8. List of appendices  
as per B, C and D

## As to B: Applicant

For the applicant and for personnel to be funded from EKFS resources (insofar as the persons are known by name), please enclose separately for each one:

1. CV (max. 3 pages) without photo

Complete list of publications in accordance with the template on the home page (no enclosure of publications or manuscripts)

As is usually the case, only publications are to be cited which have been published or are in print.

Download at: <https://www.ekfs.de/en/scientific-funding/funding-lines/first-and-second-applications>

2. List of currently ongoing and concluded third-party funding in accordance with the template below. Please include copies of the funding approvals. Please also indicate in the event that you have not acquired any third-party resources.

Title	Funding Entity	All applicants (EKFS applicant bold font)	Term	Funding amount	Funding amount own project if different

## As to C: Appendices regarding prerequisites for implementation

(if necessary, individual PDF files can also be submitted here):

1. **Cover letter**

An accompanying cover letter from the hospital clinic or institute director in charge is a decisive component of applying (Part C of the application documents). The following questions ought to be answered in the letter:

- Does a successful academic career as *Clinician Scientist* or scientist within medical research appear to be emerging for this candidate?
- What does the candidate's medium-term development perspective at the hospital clinic or institute in question look like?
- What kind of significance does the proposed project have within the context of research at the institute or hospital clinic?
- What kind of significance does the project have for the candidate's personal development?
- With what percentage of his/her working hours is the applicant going to be released from providing healthcare or other responsibilities at the institute towards implementing the project?
- Confirmation that funding of the applicant's position is guaranteed for at least the period of funding

- Can 1/3 of the project's total expenditures be allocated from the institutional funding in the form of human and non-monetary resources?
- 2. **Voluntary declaration of consent** on the part of the institute or hospital clinic director for the storage of data in accordance with the template on the website home page
- 3. **Approvals** (animal testing approval, ethics committee vote)  
Animal testing approvals as well as ethics committee votes for all experiments or studies planned within the project must be obtained prior to application submission.  
**Applications not accompanied by a positive notification or at least proof of an ongoing application to the ethics committee or the German state authority responsible for animal testing (confirmation of receipt along with file reference number) shall not be processed.** A statement issued by an internal animal welfare officer does not suffice.
- 4. **Proof of origin and/or authentication of cell lines used**  
When, where and how were the the cell lines used authenticated? In the event that the cell line has been used for more than 6 months at the applicant laboratory, re-authentication is required (Leibniz Institute DMSZ – German Collection of Microorganisms and Cell Cultures GmbH in Brunswick [German: Braunschweig] or ATCC Deutschland, LGC Standards, Wesel)
- 5. **Cooperation commitments**  
All cooperations that make a concrete contribution to project implementation must be substantiated via a certification of cooperation.
- 6. **Study protocol in the event of clinical studies**

## As to D: Generally understandable representation

Wherever possible without technical terminology, in German and English, suitable for informing non-scientists by the foundation; max. 800 characters, including blank spaces. We will request release approval from you prior to publication.

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### EKFS Newsletter:

The EKFS Newsletter offers a glimpse into our work and informs you about funding projects, calls for proposals, award ceremonies, and all the latest news about the Else Kröner-Fresenius-Stiftung. You can subscribe to the newsletter at <http://www.ekfs.de/newsletter>