

General regulations for the call of projects **“Heavy equipment 2015”**

Key elements

In 2015, **on an exceptional basis**, the Foundation against Cancer (FCC) has set aside a total budget of **5 million euros** to finance technical platforms / heavy equipment which will be used to promote the development of basic, translational and clinical cancer research in Belgian universities.

Conditions for participation

Any Belgian university which has a complete medical faculty may submit a **maximum of three applications**.

Each application must relate to the acquisition of a single piece of equipment or a set of different pieces of equipment which are directly complementary, with a budget **between a minimum of 1 million euros and a maximum of 2 million euros, including VAT**.

Several research teams from the same Belgian university or different Belgian universities may, by agreement with their respective universities, submit a joint application without any change to the budget range (minimum 1 million euros and maximum 2 million euros per application). These joint applications will count towards the maximum of three projects per university.

Applications will be assessed according to the selection procedure described below, and only the best applications will receive funding, within the confines of the overall budget available.

Technical platforms funded by the FCC must be accessible to all interested research teams working on basic, translational and clinical cancer research, without direct commercial purposes, **at any Belgian university or working in collaboration with a Belgian university**. This accessibility must be contractually guaranteed in the agreement between the FCC and each beneficiary university.

Letter of intent

In an initial phase, a letter of intent must be submitted to the FCC, signed by the lead applicant **AND** by the rector of his/her university (or any person authorised to represent the rector). If several universities decide to submit a joint application, this must be co-signed by an authorised representative of each university.

The lead applicant must be in charge of a **basic research** laboratory active in the field of oncology. A consortium of research teams must be formed around the lead applicant. This consortium may include research teams that are active in basic, translational or clinical research from one or more Belgian universities and willing to share use of the equipment to which the application relates.

The letter of intent must be drawn up according to the FCC guidelines, using the official Letter of Intent form. It must be submitted to the FCC before the prescribed deadlines.

The letter of intent must be drawn up in English and submitted by **15 June 2015** at the latest using the Letter of Intent form available on the FCC website.

A pre-selection will be made on the basis of the letters of intent by a panel consisting of the President of the Scientific Board and international experts.

The result of this pre-selection will be communicated to the candidates around **18 August 2015**, and a Full Application Form will be sent to the selected candidates.

Full Application Form

Once the pre-selection has been made from the letters of intent, the Full Application Form will be sent to the selected candidates.

This document must be completed and signed by the lead applicant AND by the rector(s) of the university or universities involved (or any person authorised to represent them). It must be sent to the FCC by **18 September 2015** at the latest.

Final selection of the projects

The final selection, based on scientific and technical criteria, will be made by a panel of international experts specially appointed for the purpose, and chaired by the president of the FCC's Scientific Board.

The following criteria will be among those taken into account:

- the scientific relevance and technical currency of the proposed purchase,
- consistency with the main oncological research conducted by the university submitting the application,
- the scientific quality of the projects concerned and the reputation of the research teams,
- the transparency of the procedures for use,
- the ability to ensure up-to-date processing of the biotech data generated by the technical platform.

The selection of applications by the panel must be endorsed by the FCC's Board of Directors.

Objective

The technical platforms funded by the Foundation must contribute significantly to the progress of research aimed at improving understanding of the mechanisms of cancer, and/or to translational research aimed at translating the discoveries of basic research into clinical outcomes, or to clinical research.

Management and maintenance of technical platforms

The **maintenance** and operation of each technical platform will be taken care of by each university benefiting from the acquisition of the equipment.

A **manager responsible** for the arrangements for the use of the platform and its maintenance will be appointed by each beneficiary university. This manager will also be responsible for establishing a schedule for the use of the platform and for clearly defining, in consultation with all beneficiaries, the arrangements and priorities for its use in accordance with the general terms and conditions set out in the agreement between the FCC and each beneficiary university.

Eligible costs

The funding granted by the FCC must be used exclusively for the purchase and the commissioning by the supplier(s) of technical platforms / heavy equipment (including VAT) described in the applications selected by the panel and approved by the Board of Directors. The funding is not intended to cover the costs of related infrastructure, maintenance, operation, personnel, repair or insurance, which are to be paid for by the beneficiaries and owners.

Overheads

Beneficiary universities **are not permitted to charge any overheads** against the grants awarded by the FCC for the purchase of technical platforms.

Minimum and maximum amounts per application

Applications must be for a **minimum of 1 million euros** and a **maximum of 2 million euros**, including all costs.

Beneficiary's financial account

On submission of the Full Application Form, the lead applicant must indicate the beneficiary's financial account number. This account **must** be managed by a Belgian university institution, with the approval of the rectorate or of the authorised representative(s).

The lead applicant must attach a bank identification form to the Full Application Form, completed and signed by the appropriate party.

Payment schedule

Payment will be made within one month of receipt of the invoice or invoices for the purchase of the relevant equipment, after the signing of an agreement between the FCC and the beneficiary university, with payment of a **balance of 20%** of the total purchase amount for the technical platform in the month

following the date of the beneficiary university sending confirmation to the FCC of **final acceptance** of the technical platform.

Duration of use of funded platforms

The beneficiary universities undertake to maintain all technical platforms in active operation for a minimum period from the date of final acceptance; this period will be specified in the agreement between the FCC and each beneficiary university. Any change in this regard in the light of possible technological advances, whether it relates to the minimum period of active operation, the redeployment of the equipment or its resale during or at the end of the period of the agreement between the beneficiary university and the FCC, must be decided on by mutual agreement with the FCC, including the use of the funds generated by any resale during or at the end of the period of the agreement.

Purchases made in the context of the acquisition and installation of the technical platform must be **completed no later than 31 December 2016**.

Undertaking of the beneficiary university and researchers towards the FCC

The beneficiaries (the university and/or researchers using each technical platform) undertake to:

- Manage the technical platforms in a responsible manner, in accordance with the terms of the agreement signed with the FCC.
- Submit an annual report describing the use of each technical platform as agreed in the agreement between the FCC and each beneficiary university.
- Participate in communication activities organised by the FCC. **For example:**
 - a press conference to announce the funding of technical platforms and/or official award ceremony;
 - the writing on request of a non-technical summary of the research carried out using each technical platform for the FCC's quarterly magazine or any other FCC publication (the FCC will own the intellectual property rights for these publications);
- Mention the FCC's support in all interviews and publications relating to the use of the technical platform and to the research conducted using it.
- Display a plaque in a suitable high-traffic area in the university, mentioning the FCC's financial support. This plaque, which will be provided by the FCC, includes the following text: "This technical platform has been funded by the Foundation against Cancer" and shows the logo of the Foundation against Cancer.
- Provide, on the express request of the FCC, its auditor or its scientific boards, any information, document or materials, of whatever nature, which enable the FCC to gain a better understanding of how the funds granted by it are being used.