

2021-04-07

GUIDELINES FOR RESEARCH SUPPORT 2021

New:

A final report requirement is
being introduced for some of
the Swedish Heart-Lung
Foundation's grants

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1 RESEARCH SUPPORT FROM THE SWEDISH HEART-LUNG FOUNDATION

1.1 General focus

The Swedish Heart-Lung Foundation supports clinically oriented research and prevention-oriented studies in the areas of cardiac, vascular, and pulmonary disease and tuberculosis. The foundation also welcomes applications related to the co-morbidity between cancer and cardiovascular diseases, so long as the research clearly concerns cardiovascular disease. The foundation does not support lung cancer research.

Support for basic research in the above subject areas can be provided if it is based on clinical problems or if the results may be relevant for clinical activities in the foreseeable future. The Board of Directors of the Swedish Heart-Lung Foundation has decided to prioritise patient-related clinical research. Therefore, when assessing projects of a more basic research nature, the connection of the applicant and the project to current clinical research is taken into account. The Swedish Heart-Lung Foundation also considers it to be important that the national quality registers are used in research. Available funds are allocated to the projects that are the most scientifically original, best planned and best align with the focus of the foundation.

It is the Research Council of the Swedish Heart-Lung Foundation that handles and assesses all research cases, except where expressly stated otherwise. For most grants, proposals are then submitted to the Board of Directors of the Swedish Heart-Lung Foundation for grant allocation.

When assessing the applications in the Swedish Heart-Lung Foundation's major funding round (applications for project grants, research fellowships/monthly research stipends and scholarships for research abroad), the Swedish Heart-Lung Foundation's Research Council enlists the help of a number of medical experts.

In addition to competence, method and research question, applications are also evaluated according to their relevance to the foundation. For each application, the assessors specify one of the following three options: *No relevance to the foundation*, *Doubtful relevance to the foundation*, or *Completely relevant to the foundation*.

Confidentiality

All assessors of applications for the Swedish Heart-Lung Foundation sign a form on professional secrecy and confidentiality. Nevertheless, the Swedish Heart-Lung Foundation cannot guarantee complete confidentiality. Applicants are therefore advised to attach such information to their applications as may be decisive for, e.g., patent applications or the like.

The King Oscar II Jubilee Foundation

The Swedish Heart-Lung Foundation has a long-standing collaboration with the King Oscar II Jubilee Foundation (OII), which supports research in the field of pulmonary diseases and tuberculosis. The Research Council of the Swedish Heart-Lung Foundation handles and assesses all research cases for OII. Proposals for grant allocations are then submitted to the OII Board of Directors.

Applicants who are granted funding from OII will receive an award letter and a requisition form from OII and not from the Swedish Heart-Lung Foundation. However, questions regarding grants awarded by OII are answered by the Swedish Heart-Lung Foundation.

SCAPIS

SCAPIS is the largest research study on cardiac, vascular, and pulmonary disease ever conducted in Sweden. SCAPIS is also the largest research initiative ever supported by the Swedish Heart-Lung Foundation; for further information see www.scapis.org

COVID-19

In 2020, the Swedish Heart-Lung Foundation implemented an additional investment in research related to COVID-19. The Swedish Heart-Lung Foundation has decided to make another such additional investment in 2021, as well; see "Additional grant in 2021 for COVID-19-related research" page 20.

It is possible to apply for funding for COVID-19-related research tied to cardiac, vascular, and pulmonary diseases in the regular funding round. Applicants for research support related to COVID-19, which will be implemented from 2022 onwards, are therefore referred to the Swedish Heart-Lung Foundation's regular funding round. This means that this year, the Swedish Heart-Lung Foundation will also fund research into lung infections.

This year it is also possible to change the focus of an ongoing project supported by the Swedish Heart-Lung Foundation in order to focus on COVID-19. In such a case, the Swedish Heart-Lung Foundation must be informed of the alteration by sending an e-mail to forskning@hjart-lungfonden.se.

1.2 General terms and conditions for applications

- The application is submitted on the research website of the Swedish Heart-Lung Foundation:
www3.hjart-lungfonden.se.
- In order to apply for funding, the applicant (both the main applicant and co-applicant) must be employed in the healthcare sector and be affiliated with a department at a university/college in Sweden or be employed at a university/college in Sweden. If the applicant lacks such employment/affiliation at the time of application but will be starting a job/becoming thus affiliated during the project period, this must be demonstrated by attaching certification of this fact at the time of application. Exceptions to the employment rule may be made if the applicant is a retired professor; in such a case a departmental affiliation is sufficient.
- The applicant does not necessarily have to be a licensed physicians or be clinically active, however, a documented collaboration with researchers conducting clinical research is required.
- The person who is the main applicant must have a PhD.
- The person who is the main applicant must conduct most of her/his work in Sweden.
- Applications for support for intervention studies and register research are welcome.
- Research applications that use the SCAPIS data service and which are based on clinical problems are welcome. Where the application covers national data from SCAPIS, it must be clearly stated that the applicant has access to these data. Costs should be clearly disclosed in order to avoid costs that have already received/will receive funding through the main study.
- In the research application, specify which one of the following research areas best fits your application:
 - **Care research** - care research primarily refers to patient-centred research with a focus on nursing and rehabilitation.
 - **Basic research** – early, hypothesis-generating research. The primary goal is to increase knowledge and theoretical understanding.
 - **Translational research** - means that results from basic research are applied to clinical research in order to lead to patient benefit.
 - **Clinical and epidemiological research** – patient-based research in which one studies, e.g., treatment outcomes, prognoses and side effects. This also includes register research.
 - **Prevention research** - entails studying what possibilities exist to prevent disease from occurring in a healthy individual (primary prevention) or to avoid the worsening of a medical condition (secondary prevention).

1.3 General terms and conditions for the Swedish Heart-Lung Foundation's Major Research Grant, Prince Daniel's Research Grant for Promising Young Researchers, Project Grants and Research Fellowships

- The grant can be used for both operational costs and for paying the researchers' salaries. For Research Fellowships, Standard Amounts are applied; see "Standard amounts for 2021" page 7.
- Recipients of multiannual grants must submit an annual report; see "Annual report", page 29.
- A final report must be submitted upon completion of the grant period; see "Final report", page 29.
- It is permitted to apply for all of these grants in the same year.
- In 2021, it is possible to apply for the **additional** project grant for COVID-19-related research; see "Additional grant in 2021 for COVID-19-related research", page 20 while simultaneously receiving an ongoing project grant from the Swedish Heart-Lung Foundation.
- In the years 2020, 2021 and 2022, an additional investment in prevention research will be implemented; see "Extra investment in prevention research", page 19. Other applications within the field of prevention research will be assessed as usual during the regular funding round and are not affected by this additional initiative.

1.4 Standard amounts for 2021

For Research Fellowships, Monthly Research Stipends (PhD), Monthly Research Stipends (PhD student), and Returnee Grants, standard amounts based on average salary, social security contributions and indirect costs (OH costs) of 18 percent are used.

The amounts relate solely to salary and may not be used for operational budgets operational costs other than the relevant salaries.

Working as a	Amount
PhD student	SEK 50,000/month
PhD student (doctor)	SEK 55,000/month
Postdoc	SEK 72,000/month
Resident physician	SEK 80,000/month
Researcher	SEK 82,000/month
Specialist physician	SEK 110,000/month

1.5 Dates for application periods and notices of decision 2021

Applications can be submitted until **24:00** on the last day of application period.
 NB! It is not possible to complete an application after the application deadline.

Grant	Application period	Date of notice of decision
The Swedish Heart-Lung Foundation's Major Research Grant	2021-01-13 – 2021-02-10	June
Prince Daniel's Research Grant for Promising Young Researchers	2021-02-15 – 2021-03-16	September
Returnee grants	2021-02-15 – 2021-03-16	September
The Swedish Heart-Lung Foundation's major funding round: Project grants Research fellowships Monthly research stipends Scholarships for research abroad	2021-04-12 – 2021-05-18	December
Travel allowances/conference allowances	The application must be submitted no later than during the application period preceding the conference (the first day of conference applies). 2020-12-05 – 2021-03-31 2021-04-01 – 2021-06-22 2021-06-23 – 2021-09-30 2021-10-01 – 2021-12-03	April July October December
Scientific meetings	All year round	Notification is made approximately one to two months after the application has been submitted. In the summer, notification may take a little longer.
Additional grant 2021 for COVID-19-related research	2021-01-19 – 2021-02-09	April
Extra investment in prevention research	2021-10-18 – 2021-11-23	April 2022

2 THE SWEDISH HEART-LUNG FOUNDATION'S VARIOUS GRANTS

2.1 The Swedish Heart-Lung Foundation's Major Research Grant

The Swedish Heart-Lung Foundation's objective with this grant is to create conditions for a decisive research breakthrough within an important research field through a substantial investment during a limited period of time. This also includes support for nationally coordinated intervention studies and register research.

The grant consists of SEK 5 million/year over a three-year period, SEK 15 million in total. The main applicant can only be awarded the grant once.

Applications are evaluated by a specially appointed Nordic assessment committee.

For the current application period, see "Dates for application periods and notices of decision 2021", page 8.

Terms and conditions:

- The grant is aimed at well-established researchers with a high level of expertise.
- It should be clear how the project is structured to meet the objectives of the Swedish Heart-Lung Foundation.
- In evaluation of the research programme, particular consideration is ascribed to originality and probable clinical significance.
- Only the main applicant's CV and list of publications should be enclosed, not those of her/his fellow applicants.
- See also the General terms and conditions, page 5 and page 6.

For drafting the application, see "DRAFTING THE APPLICATION", page 22.

2.2 Prince Daniel's Research Grant for Promising Young Researchers

The Swedish Heart-Lung Foundation wishes to foster the next generation of young researchers. One way in which it does this is by awarding grants to particularly promising young researchers.

The grant consists of SEK 2 million/year over a three-year period, SEK 6 million in total. The main applicant can only be awarded the grant once.

For the current application period, see "Dates for application periods and notices of decision 2021", page 8.

Terms and conditions:

- The grant is aimed at researchers with a PhD who have not yet obtained a position as a professor.
- Young researchers are eligible to apply. "Young researchers" are 40 years of age or younger. However, a slightly higher age limit may be applied with regard to clinical work (approx. 45 years). The Research Council of the Swedish Heart-Lung Foundation always makes an individual assessment of how far the applicant has come in her/his scientific career, future development potential and time set aside for clinical training. A higher age limit may also be applicable with regard to parental leave.
- See also the General terms and conditions, page 5 and page 6.

For drafting the application, see "DRAFTING THE APPLICATION", page 22.

2.3 Project grants

The Swedish Heart-Lung Foundation provides grants for research projects for a project period of one to three years and for the purposes specified in the application.

For the current application period, see "Dates for application periods and notices of decision 2021", page 8.

Terms and conditions:

- Only in exceptional cases* can a researcher be the main applicant for more than one project grant during the same time period.
- It is possible to apply for funding for COVID-19-related research tied to cardiac, vascular, and pulmonary diseases in the regular funding round. However, it is **not** possible to apply for two project grants.
- The same research group/department cannot expect to receive support for two similar projects at the same time.
- Project grants may be used for scholarships, provided that the rules of the university are followed.
- A project grant constitutes a so-called "framework grant" and can be used for both operational costs and salaries. However, a senior researcher can apply for a maximum of 25% of her/his salary.
- A project grant is a framework grant, which means that publishing costs must be covered by the project grant.
- See also the General terms and conditions, page 5 and page 6.

For drafting the application, see "DRAFTING THE APPLICATION", page 22.

*Applicants with an ongoing grant can also apply for a **national** project grant as a main applicant. The Swedish Heart-Lung Foundation's Research Council will then make an assessment on a case-by-case basis.

2.4 Research fellowships

In order to make the decision-making of allocating funds for research fellowships and monthly research stipends more flexible, the Swedish Heart-Lung Foundation has decided that applications for research fellowships will also be considered for monthly research stipends (for PhDs). Applications for these grants are submitted at the same time, using the same application form. It is therefore not possible to apply only for a research fellowship; however, it is still possible to apply only for a monthly research stipend (for PhDs).

The Swedish Heart-Lung Foundation provides support for a limited number of multiannual research fellowships. These fellowships are primarily intended as career development positions for young researchers who can be expected to be appointed to leading scientific positions in the future. The positions are not intended for those who already hold the position of professor or senior lecturer, nor are they normally intended for adjunct professors.

For research fellowships, the Swedish Heart-Lung Foundation does not apply a firm definition of the concept of "young researcher". The Research Council of the Swedish Heart-Lung Foundation makes a comprehensive assessment of how far the applicant has come in her/his scientific career, future development potential and time set aside for clinical training.

The research fellowships of the Swedish Heart-Lung Foundation last for six years.

However, to ensure progress a new application must still be submitted after three years. This application is submitted in the regular funding round but is assessed independent of other applications. It is also possible to apply for a three-year research fellowship.

The fellowships can be full-time or half-time.

For research fellowships, standard amounts are applied; see "Standard amounts for 2021", page 7.

For the current application period, see "Dates for application periods and notices of decision 2021", page 8.

Terms and conditions:

- Researchers who possess a clear independent profile and the qualifications required for appointment as an associate professor.
- For six-year positions, a new application must be submitted after three years. This is done in the regular funding round. The application must describe how the work has been carried out and will be assessed independently from other applications.
- See also the General terms and conditions, page 5 and page 6.

2.5 Monthly research stipends

The principal focus for the Swedish Heart-Lung Foundation's research stipends is to allow a greater number of researchers the opportunity to conduct and dedicate time to research.

Stipends can be awarded for up to three years.

For research fellowships, standard amounts are applied; see "Standard amounts for 2021", page 7.

For the current application period, see "Dates for application periods and notices of decision 2021", page 8.

There are **two types** of monthly research stipends:

- Monthly research stipends **for PhDs**
- Monthly research stipends **for PhD students**

Monthly research stipends for PhDs

Monthly research stipends are not intended for those who already hold the position of professor or senior lecturer, nor are they normally intended for adjunct professors.

Monthly research stipends for PhDs are not awarded for those who have had a research fellowship for six years.

In order to encourage researchers (both men and women) who have recently been on parental leave to return to research, the Research Council of the Swedish Heart-Lung Foundation has decided to introduce so-called "post-parental leave monthly research stipends". These applications should be submitted during the regular application period and will be assessed together with other applications for monthly research stipends for PhDs, but additional weight may be ascribed to these applications when they are assessed to be equivalent to another application. The requirements for a post-parental leave monthly research stipend are as follows:

- The applicant must have been on parental leave for at least six months (parental leave need not have been taken for a continuous period of time).
- The applicant's thesis defence must have taken place no less than five years before the application date and no less than eight years if this period includes deductible time. Deductible time includes clinical work and/or parental leave (including the required six months). The date of the defence and the deductible time must be specified in the annex to the applicant's CV.

Terms and conditions for monthly research stipends for PhDs:

- At the time of application, the applicant must have a PhD.
- The work schedule must be specified in the application.
- The stipend can only be used to fund the applicant's own research time.
- See also the General terms and conditions, page 5.

Monthly research stipends for PhD students

Monthly research stipends for PhD students are primarily allocated to students who are in the latter phase of their thesis work.

Terms and conditions for monthly research stipends for PhD students:

- The stipend can be used to fund research time for PhD students working in Sweden.
- Monthly research stipends for PhD students may be **applied for by the student's main supervisor** (not the assistant supervisor). The supervisor is the main applicant for the application and **the PhD student is a co-applicant**.
- Supervisors may only apply for a monthly research stipend for **one** PhD student per application period.
- The application must contain a description of the PhD student's competence with regard to the implementation of the project.
- It is important that the role of the PhD student is clearly stated in the research programme.
- A description must be provided of the progress of the student's thesis work and the date of the review or planned halfway point assessment.
- The planned date for the defence of the thesis must be indicated.
- A work schedule must be submitted and must relate to the PhD student.
- The supervisor and PhD student must both attach their CV.
- A maximum of 12 monthly research stipends per application are granted (these may be distributed over 1-3 years).
- Monthly research stipends for PhD students may be used no more than one month after the thesis defence. If the thesis defence takes place during the period for which a stipend has been granted, the Swedish Heart-Lung Foundation must be notified by e-mail; forskning@hjart-lungfonden.se.
- See also the General terms and conditions, page 5.

2.6 Scholarships for research abroad

The Swedish Heart-Lung Foundation grants a limited number of scholarships for research at a recognised foreign institution. These scholarships are awarded for periods of 6-12 months for a maximum of three years.

For the current application period, see "Dates for application periods and notices of decision 2021", page 8.

Terms and conditions:

- The scholarships are intended for researchers with PhDs who will be conducting their postdoc. The application can be submitted prior to the planned date of the thesis defence.
- A formal invitation from the host institution with a statement of commitment regarding its willingness and ability to accommodate the scholarship holder must be attached to the application. The invitation must include a brief description of the project and the focus area for the research.
- The summary and research programme must include a clear description of the scholarship holder's work responsibilities during the scholarship period.
- The research programme must clearly state the importance of the stay for the researcher's continued scientific development.
- The financial plan must specify the costs of the scholarship holder's stay abroad, as well as any grants from other sources. The scholarship amount is determined individually on the basis of the detailed financial plan.
- A final report must be submitted upon completion of the stay abroad; see "Final report", page 30.
- See also the General terms and conditions, page 5.

2.7 Returnee grants

The purpose of the grant is to facilitate further research in Sweden after postdoc stay at a foreign university. The Swedish Heart-Lung Foundation awards a limited number of grants after completion of a postdoc abroad. The grant constitutes a position equivalent to 50 percent of full-time at a university/college in Sweden over a period of two years. The remaining time must either be spent in clinical position or be funded by the Swedish host institution.

For returnee grants, standard amounts are applied; see "Standard amounts for 2021", page 7.

For the current application period, see "Dates for application periods and notices of decision 2021", page 8.

Terms and conditions:

- Only persons with an **ongoing** international postdoctoral position are eligible to apply.
- The application must be submitted **before returning** from the international postdoc position.
- A certificate of employment as a clinical practitioner or funding commitment from the Swedish host institution must be attached with the application.
- The grant is applied for jointly by the postdoc (main applicant) and responsible researcher at the Swedish host institution (co-applicant).
- Both the main applicant and the co-applicant must attach her/his CV and list of publications.
- The application must include a brief overall research programme for the planned research in Sweden (maximum 5 A4 pages).
- The applicant must hold a PhD degree. The degree must have been awarded a maximum of six years before application date. Special consideration may be given to clinical employment and parental leave.
- See also the General terms and conditions, page 5.

2.8 Travel allowances/Conference allowances

Travel allowances/Conference allowances may be sought for:

- Participation (digitally or on-site) in well-established conferences organised by recognised organisations. Travel allowances are not usually granted for travel within Sweden, but exceptions may be made for major international conferences located in Sweden.
- Study visits for a shorter period of time (but at least four weeks) to acquire methodological knowledge.

A maximum of two travel allowances are granted per applicant per year. This is based on when the trip takes place and not when the application is submitted.

Maximum amount granted:

Digital conferences:	SEK 5,000
Travel within Europe:	SEK 9,000
Travel outside Europe:	SEK 18,000
Study visits:	SEK 30,000

The allowance can only be used for accommodation, travel and conference fees, not salary costs.

For the current application period, see "Dates for application periods and notices of decision 2021", page 8.

Terms and conditions:

- The applicant must have a connection to a project that is currently supported by the foundation.
- The travel destination, estimated costs and a brief explanation as to the purpose of the trip must be provided in the application.
- Abstract and documentation that this contribution to the conference has been accepted must be attached to the application.
If abstract has not yet been accepted at the time of application, the acceptance decision must be sent by e-mail to the Swedish Heart-Lung Foundation as soon as it has arrived; forskning@hjart-lungfonden.se
- A maximum of one allowance is granted per accepted abstract.
- The allowance may only be used for the occasion specified in the application.
- For applications for allowances for lesser-known meetings, meeting programmes may be requested.
- See also the General terms and conditions, page 5.

2.9 Scientific meetings

The Swedish Heart-Lung Foundation sees a clear value in being able to provide support for the organisation of scientific meetings. The purpose of such support is to stimulate scientific development within the foundation's priority research fields and create interfaces between researchers.

The Swedish Heart-Lung Foundation primarily supports national meetings aimed at stimulating contact and collaboration between various research groups within Sweden. It is particularly important to give young researchers the opportunity to interact with colleagues from other universities and hospitals.

Decisions on support for scientific meetings are taken by the Swedish Heart-Lung Foundation's Consultation Group, which consists of the Chair and Vice-Chair of the Research Council together with representatives from the Swedish Heart-Lung Foundation.

For the current application period, see "Dates for application periods and notices of decision 2021", page 8.

Terms and conditions:

- The application must be submitted prior to the planned activity.
- Support is only provided for scientific meetings of which the Swedish Heart-Lung Foundation itself is either the sole sponsor or the clear main sponsor.
- The application must include a budget and a justification for the support being sought.
- A preliminary programme must be attached.
- See also the General terms and conditions, page 5.

2.10 Extra investment in prevention research

Through support from the Norhed Foundation, the Swedish Heart-Lung Foundation has been given the opportunity to carry out an additional investment in lifestyle-related intervention as part of prevention and treatment research in the cardiovascular field. This is an important research area, as a large proportion of cardiovascular diseases, like many other common diseases in society, are lifestyle-related.

To the extent that there is a link between these lifestyle factors and chronic pulmonary disease, studies relating to these patient groups may also be included in the project.

The grant, which focuses primarily on diet and physical activity, applies to both primary and secondary prevention but also focuses on lifestyle-oriented measures as part of the treatment of cardiovascular disease.

It is preferred that this support be applied for by research networks consisting of at least two research groups. The support takes the form of a project grant.

The grant consists of SEK 2 million/year over a three-year period, SEK 6 million in total. The main applicant can only be awarded the grant once.

The applications are assessed by a specially appointed Nordic assessment group of five people, all of whom are experts in the field of prevention.

For the current application period, see "Dates for application periods and notices of decision 2021", page 8.

Terms and conditions:

- The application must be written in English.
- The Swedish Heart-Lung Foundation permits researchers who already have project grants from the foundation to apply for this grant as well.
- Applications for regular project grants and monthly research stipends/research fellowships in the field of prevention research are processed as usual in the regular funding round and are not affected by this special initiative.
- An annual report must be submitted; see "Annual report", page 29.
- A final report must be submitted; see "Final report", page 30.
- See also the General terms and conditions, page 5 and page 6.

For drafting the application, see "DRAFTING THE APPLICATION", page 22.

2.11 Additional grant in 2021 for COVID-19-related research

The Swedish Heart-Lung Foundation has decided to implement yet another additional investment in COVID-19 related research. The Swedish Heart-Lung Foundation is therefore opening up an additional application period during which researchers can apply for funding for COVID-19 research projects related to cardiac, vascular and/or pulmonary disease.

Part of the budget for this additional grant will be reserved for research into the aftermath of COVID-19, where the disease has caused delayed cardiovascular and/or pulmonary complications. Research on the long-term effects of the disease on other organs may also be included, but the cardiovascular system and/or lungs must be included in the research plan. This applies mainly to the group of patients who initially have a mild case of COVID-19 but then develop a chronic illness.

The Swedish Heart-Lung Foundation will prioritise projects that entail national collaboration between several universities/hospitals and where effects on the heart, vascular system and lungs are studied in the same project.

The grant may be applied for as a one-year project grant for projects that are to be implemented in 2021. The grant may also be used in 2022, taking into account our rules regarding the disposition period; see "Disposition period" page 28. The maximum amount granted is SEK 1,000,000.

For the current application period, see "Dates for application periods and notices of decision 2021", page 8.

Terms and conditions:

- The Swedish Heart-Lung Foundation permits researchers who already have project grants from the foundation to apply for this additional grant as well.
- It is also possible to apply for funding for COVID-19-related research tied to cardiac, vascular, and pulmonary diseases in the regular funding round.
- For this grant, the research programme must not exceed 5 A4 pages (including references).
- A final report must be submitted; see "Final report", page 30.
- See also the General terms and conditions, page 5.

For drafting the application, see "DRAFTING THE APPLICATION", page 22.

3 APPLICATION AND DECISION

3.1 Application

The application is submitted via the research website of the Swedish Heart-Lung Foundation: www3.hjart-lungfonden.se

3.2 Signature/signing

The following applications must be approved by the applicant's head of department:

- The Swedish Heart-Lung Foundation's Major Research Grant
- Prince Daniel's Research Grant for Promising Young Researchers
- Project grants
- Research fellowships
- Monthly research stipends
- Additional grant 19 for COVID-19-related research
- Extra investment in prevention research

The signing is done via Bank ID/Mobilt Bank ID/form. The applicant is responsible for ensuring that the application is signed. **Unsigned applications will not be processed.**

The applicant fills in the name and e-mail address of the head of department. After the application deadline, the head of department receives an e-mail to sign the application. The application must be signed as soon as possible after the application deadline, **but no later than six days after the application deadline.**

3.3 Decision

A notice of decision is published in the applicant's account on the research website. Once a decision has been made, an e-mail is sent to applicants urging them to log in to their account to view the decision. The Swedish Heart-Lung Foundation has also introduced digital award letters/contracts as well as requisition forms for a number of grants, which can be found in your account on the research website.

3.4 Justification of the decision

For most grants, a so-called "triage procedure" is applied. The two thirds of applications that are highest ranked receive a justification, while the others do not receive a justification.

4 DRAFTING THE APPLICATION

(Mainly for the Swedish Heart-Lung Foundation's Major Research Grant and project grants, but also applicable to other applications that include the following headings.)

4.1 Language

Applications for the Major Research Grant and the Additional Investment in Prevention Research **must** be written in English. Applications for project grants and other applications may be submitted in English or Swedish.

4.2 Popular science summary of the research programme

The popular science summary must **always** be written in Swedish and is aimed at laypeople who are not medical experts.

The popular science summary is used by the Swedish Heart-Lung Foundation to disseminate information about the research in question to donors, the media, decision-makers and other interested parties in society.

4.3 Scientific summary of the research programme

Briefly describe the project, using the following headings: Background, Objective, Work Plan and Significance. The "Objective" section must include a clearly formulated hypothesis.

4.4 Clinical basis

The Swedish Heart-Lung Foundation prioritises projects with a clinical basis. Therefore, clearly describe how the project is clinically based.

Describe what is new and original and how the research can lead to direct improvements in the healthcare field. Make a realistic assessment of how healthcare may be affected and incorporate a time perspective.

4.5 Research environment

The Swedish Heart-Lung Foundation wishes to work to stimulate collaboration within larger research environments as well as between various areas of knowledge and different disciplines.

Clearly and briefly describe the research environment. This means an account of access to resources, premises, clinical material, patient material and other things that are necessary for the project to be implemented.

Describe the composition of the research group and the responsibilities of each researcher in the research project. For senior researchers, it is especially important to describe the research environment and how their experience and competence will be passed on to younger researchers.

Established group leaders must explain how they coach younger colleagues. Also present the plan for the career development of younger researchers. This description will be taken into account in the assessment of the application. **Where co-applicants are specified, their role in the project must be clearly described.**

4.6 Research programme

The research programme must be attached as a PDF file. Write briefly, succinctly and clearly. The research programme must be written in a minimum 12-point font size, (Times New Roman), with single line spacing. The research programme may not exceed 10 A4 pages (including references). **Applications that do not meet this requirement will not be assessed.**

Please note! For applications for the “Additional Grant for COVID-19-Related Research”, the “Extra Investment in Prevention Research”, Monthly Research Stipends (for PhD students), and for Returnee Grants, the research programme must not exceed 5 A4 pages (including references).

The research programme should cover the following points and follow the following outline:

1. Background
2. Results related to previously received grants
3. Objective – paradigm and main hypothesis
4. Work plan
5. Preliminary results
6. References

1. **Background**

Start with a brief description of the clinical problem. This is of the utmost importance, because it allows the assessors to understand why the research is important.

- If appropriate, indicate past or preliminary results. Only include results that are connected to the main research question.
- Describe previous results relevant to the application.
- Point out missing information that justifies the current study.

2. **Results related to previously received grants**

For main applicants who have previously received funding from the Swedish Heart-Lung Foundation, please briefly describe (maximum 1/3 A4 page) the progress of the previous project. If more appropriate, this information may also be provided under the heading *Background*. This applies regardless of whether it is a new application or an extension application.

3. Objective – paradigm and main hypothesis

The objective must be clearly worded, straightforward and concise. Is there a clear link between the research question and the background provided? Is there a clear link between the research question and both the methodology that will be applied and the planned studies? From an assessment point of view, it is usually an advantage to test a clear hypothesis rather than having a solely descriptive focus.

4. Work plan

Provide a summary of how the project will be implemented.

- Briefly describe the principles of methods that are not widely known.
- Where justified, specify statistics, methodology, and power calculation.
- Describe methods, patient materials and animal models.
- Describe what is unique about the implementation of the project.
- Answer your own questions; this demonstrates whether you can see how these can lead to answers.
- Use only a few generally accepted abbreviations. The extensive use of abbreviations makes the application difficult to read and is often to the detriment of the assessment.

5. Preliminary results

Briefly describe the preliminary results. It may be useful to provide this description together with the background or under the heading *Results related to previously received grants*. The existence and presentation of preliminary results is particularly important when assessing new projects.

6. References

List references – your own and those of others – which support the theories and background of the research programme. Limit your references; cite a maximum of 20 references. For your own references it is possible to refer to the list of publications appended to your CV. As regards the formulation of the list of references, see below under “List of publications”.

The following headings are included in the application form:

Financial plan

A summary of the research programme's budget must be presented here, with a clear indication of each item in the budget relates to the grant to which the application relates. The Swedish Heart-Lung Foundation attaches great importance to the accuracy of the information included in the financial plan and favours budgets that are deemed realistic in relation to the grant to which the application relates.

Specify all grants received from another source (associated with the current project), personnel costs, operating costs, equipment costs and indirect costs. Indirect costs may not exceed 18% of the granted amount.

Example: Amount granted: SEK 500,000. Of this amount, a maximum of SEK 90,000 may go towards indirect costs.

Comments on the financial plan

Describe the total costs and existing resources for the project in the form of staff, equipment and premises. Justify the need for support from the Swedish Heart-Lung Foundation in relation to other support that has been received.

CV (to be submitted for main applicants)

The CV must be attached as a PDF file. The file should not exceed two A4 pages. The following headings must be included:

- Current position, duration of appointment, proportion working hours allotted for research
- Undergraduate degree (year)
- Professional status qualification (year)
- Research registration (year, university, supervisor - NB! only for PhD students)
- Half-way point assessment (year - NB! only for PhD students)
- Defence of doctoral thesis (year, university)
- Postdoctoral education (year, university)
- Specialist expertise (year, specialty)
- Qualifications required for appointment as an associate professor (year, university, subject)
- Supervisorship (PhD, Postdoc)
- Interruption of research (Specify the time period for, e.g., parental leave, illness, clinical service)

List of publications

The list of publications must be attached as a PDF file. Enter only published and accepted works for **the most recent five-year period (1 January 2016 - application date)**. Do not cite work that is still under review or in manuscript form. Number and list the publications in chronological order. If there are more than 20 co-authors, specify the first two authors, the last two authors and your own position in the list of authors.

The list of publications must be numbered and sorted chronologically under two headings:

1. *Original works* in journals with referee systems.
2. *Other works*, leaders, review articles, chapters in textbooks, case descriptions, etc.

Abstracts should not be included in this list.

Literature references are to be cited in accordance with the **Vancouver System**, with an indication of **all author names**.

Scientific report

The scientific report section must always be filled out if the main applicant has previously received a project grant from the Swedish Heart-Lung Foundation.

If the application concerns a project for which the main applicant has previously received a grant, the report must describe the progress of this work. Submitted articles and manuscripts may be cited here.

The report must also be filled out if the applicant changes focus compared to the previously awarded project grant. In such a case, the report must describe how the new focus relates to the previous project and the results of the funding received.

5 GUIDELINES, PAYMENT AND ACCOUNTING, ETC.

The Swedish Heart-Lung Foundation reserves the right to reconsider and amend the foundation's decision on research support and to withdraw the funds granted in the event of material or repeated violations of these instructions or other terms and conditions that apply to the research support.

In cases of the inclusion of incorrect, misleading or manifestly deficient information in the application, scientific misconduct, violation of the established ethical principles of the research area, financial irregularities, violations of the law, ordinances, regulations or ethical conditions, or any other conduct or circumstance that the Swedish Heart-Lung Foundation considers to cause the applicant or project to no longer conform to the focus of the foundation, or which renders the applicant unfit as a recipient of funds, the Swedish Heart-Lung Foundation may reconsider and amend the foundation's decision on research support and immediately suspend the payment of the granted funds.

In case of suspected research misconduct, the department with which the applicant is affiliated must inform the Swedish Heart-Lung Foundation.

5.1 Appeals

The Swedish Heart-Lung Foundation is a private organisation. For this reason, decisions taken by the foundation's Board of Directors cannot be appealed.

5.2 Indirect costs

Indirect costs may not exceed 18% of the granted amount.

Example: Amount granted: SEK 500,000. Of this amount, a maximum of SEK 90,000 may go towards indirect costs.

5.3 Requisition and the payment of granted funds

The granted funds are to be administered by the university/college or the hospital with which the applicant is affiliated, with the exception of scholarships for research abroad and travel allowances/conference allowances, which are paid directly to the grantee/applicant following the submission of a requisition form.

Granted funds are requisitioned by returning the requisition form received by the grantee/applicant. In most cases, the requisition must be signed both by the applicant and by the head of department concerned. Requisition forms are also available on the research website of the Swedish Heart-Lung Foundation. It is also possible to submit an invoice for the granted amount, but in such instance a signed requisition form must be attached.

For grants awarded on a multiannual basis, requisitions are made for only one year at a time. A new requisition form must therefore be submitted every year. For most grants, this is done after an annual report has been submitted and approved, see "Annual report", page 29.

Where appropriate, the research project must be approved by a research ethics committee or animal ethics committee before the requisition can be filed. This must be certified on the requisition form.

No requisitions will be paid out in the month of July.

5.4 Disposition period

The funds granted must be disposed of by the main applicant specified in the application during the year for which the funds have been granted and in the following year. Funds that have not been requisitioned within the disposition period will be returned to the Swedish Heart-Lung Foundation without prior notice.

Once a project has been completed, unused funds must be reported no later than the end of the disposition period and refunded to the Swedish Heart-Lung Foundation.

If the main applicant moves to another location or is unable to exercise her/his authority in the project for any other reason, the Swedish Heart-Lung Foundation must be informed. Decisions on the disposition of funds are taken on a case-by-case basis.

5.5 Reporting of granted funds

The main applicant is responsible for the use of the granted funds and for the scientific and financial reporting. The rules for this vary between the different forms of support; see the "Guidelines for the scientific and financial reporting of grants" table below.

5.6 Guidelines for the scientific and financial reporting of grants

Type of grant	Scientific reporting	Financial reporting
The Major Research Grant	Annual report for year 2 and year 3, as well as a final report	Final report and upon request by the foundation
Prince Daniel's Research Grant for Promising Young Researchers	Annual report for year 2 and year 3, as well as a final report	Final report and upon request by the foundation
Project grants	Annual report for year 2 and year 3 (for multiannual project grants) and final report for all grants (including single-year grants)	Final report and upon request by the foundation
Research fellowships	Annual report for year 2 and year 3, as well as a final report	Final report and upon request by the foundation
Monthly research stipends	In case of a renewed application for a monthly research stipend	Upon request by the foundation

Type of grant	Scientific reporting	Financial reporting
Scholarships for research abroad	Final report	Final report and upon request by the foundation
Returnee grants	Reporting is expected to be made in future project applications from the researcher or her/his research group	Upon request by the foundation
Travel allowances	Not necessary	Upon request by the foundation
Scientific meetings	Not necessary	Upon request by the foundation
Additional grant 19 for COVID-19-related research	Final report	Final report and upon request by the foundation
Extra investment in prevention research	Annual report for year 2 and year 3, as well as a final report	Final report and upon request by the foundation

5.7 Annual report

Applicants who have been granted multiannual grants must submit an annual report on the progress of the project for the new financial year. This applies to multi-year project grants, Research Fellowships, the Major Research Grant, Prince Daniel's Research Grant for Promising Young Researchers, and the Additional Investment in Prevention Research. The report is submitted via the applicant's account on the research website of the Swedish Heart-Lung Foundation.

The form is available from 15 November of the year before the report is due. The annual report must be completed no later than 20 January of the new financial year. **Failure to submit the report or neglecting to do so within the deadline will result in the forfeiture of the grant.**

Under the heading "Nomination of research progress", **one** of the publications that has been of greatest significance during the past year must be specified. The majority of the research must have been conducted in Sweden. Specify all the authors of the publication.

The heading "Publications" refers to **this year's** publications that are relevant to the ongoing project. For each publication, state all authors, the title of the work, the title of the journal, the volume and the page numbers.

The Chair and Vice-Chair of the Research Council review the annual report and decide whether or not to approve it. The main applicant will be notified of their decision by e-mail in mid-February. A new requisition can then be sent to the Swedish Heart-Lung Foundation.

5.8 Final report

Starting in 2021, the Swedish Heart-Lung Foundation will introduce final reporting requirements for the following grants: The Major Research Grant, Prince Daniel's Research Grant for Promising Young Researchers, Project Grants, Additional Investment in Prevention Research, and Research Fellowship. Applicants who were granted a Scholarship for Research Abroad or an Additional Grant for COVID-19-Related Research were already required to submit a final report. The report is submitted via the applicant's account on the research website of the Swedish Heart-Lung Foundation.

The form is available from 1 to 31 March of the year after the conclusion of the grant period. The final report contains both a scientific report and a financial report.

As regards the Additional Grant for COVID-19-Related Research, the form is available between 1 – 31 March 2021 for those who were granted funds in 2020 and between 1 – 31 March 2023 for those granted funds in 2021.

The Chair and Vice-Chair of the Research Council review the final report and decide whether or not to approve it. The main applicant will be notified of their decision by e-mail in mid-April.

5.9 Indication of financial support from the Heart-Lung Foundation

When publishing or otherwise presenting research results, it must be stated that support has been received from the Swedish Heart-Lung Foundation. The name of the foundation must be given as Hjärt-Lungfonden (The Swedish Heart-Lung Foundation, La Fondation Suèdoise du Coeur et du Poumon, Schwedische Herz- und Lungestiftung). The same rules apply to grants from the King Oscar II Jubilee Foundation (Konung Oscar II:s Jubileumsfond).