**LAY GRANT APPLICATION FORM**

**GUIDANCE NOTES**

All grant applicants are required to complete this form in order to provide an overview of the proposed work to SMA Europe’s Patient Expert Panel. This panel will meet and discuss all applications received. Their recommendations will be presented to the Scientific Advisory Board (SAB).

The information you provide in this form will form a significant part of the awards process. As the members of the Patient Panel do not necessarily have a relevant scientific background, please:

1. do not use scientific terminology or jargon
2. refrain from including references to material that is not available to the general public
3. avoid the use of abbreviations where possible. You may find it helpful to ask a non-scientist friend or relative to read your application prior to submission to check readability
4. please visit the [research section of our website](https://www.sma-europe.eu/projects/current) to see the level of lay English we would expect you to use.

Your lay application will be screened by our Research Manager. You will be asked to rewrite the application if it is too technical. Information contained in this form will be treated as confidential. Please email the completed document in Word format to our Research Manager at vanessa.christie-brown@sma-europe.eu. If you have any questions, please contact her.

Your lay application is structured as follows:

1. **Objectives (200–250 words):** What are the objectives of your research? Please put your objectives in context of other ongoing research and describe collaborations that will facilitate your proposed project.
2. **Outcomes (200–250 words):** What are the expected outcomes of your research? Please specify how your proposed project addresses the needs of and achieves positive impact for people living with SMA, either in the shorter or longer term.
3. **Research approach (150–200 words):** The Patient Expert Panel will not judge the scientific merit of the proposed project; however, a general understanding of the research approach is helpful. Please provide a brief overview of what you plan to do. If applicable, this overview should include information about the experimental approaches to be employed, the types of samples to be analysed and how they will be sourced, a rationale for the use of animal models and, if applicable, how human subjects will be used.
4. **Next steps (100–150 words):** After successfully completing your proposed project, what are the next steps you will take to address the needs of and achieve positive impact for people living with SMA?
5. **Budget (100–150 words):** Please fill in the budget table, justify the requested funding and declare if you have applied for funding for all or part of the proposed project elsewhere.
6. **Involving people living with SMA (100–150 words):** Are people living with SMA directly involved in your research (in designing the study, defining patient-relevant outcomes, etc.)? If so, please provide details and describe how you will feed back the results of your proposed project to those involved.
7. **Impact for participants (100–150 words):** If the proposed project involves a clinical trial, how will this study impact the participants? Please specify the number of visits required, what happens at each visit, the potential risks for participants and how these risks are mitigated.
8. **Engaging supporters (80–100 words):** Much of the funding for SMA Europe’s Call for Research Proposals comes from affected families from across Europe. Please explain how you will engage with people living either directly or indirectly with SMA in your proposed project and how you will disseminate your findings in a user-friendly way.

**APPLICATION FORM**

* 1. **Grant details**

Full name:

Institute:

Type of Award (Operating Grant or Fellowship):

Title of Project:

Length of Project:

Total cost of project (in Euros):

* 1. **Objectives (200/ 250 words)**
	2. **Outcomes (200/ 250 words)**
	3. **Research Approach (150/ 200 words)**
	4. **Next Steps (100/ 150 words)**
	5. **Budget (100/ 150 words)**

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| --- | --- | --- | --- | --- | --- |
| **Category****(Running costs, personnel etc)** | **Budget item****(e.g. animals, technician)** | **Description****(e.g. mice, salary FTE)** | **Year 1** | **Year 2** | **Total (€)** |
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**Have you applied for funding for all or part of this project elsewhere? If yes, please explain:**

* 1. **Involving People who live with SMA (100/ 150 words)**
	2. **Impact for participants (100/ 150 words)**
	3. **Engaging supporters (80/ 100 words)**
	4. **Signature**

