**Application guidelines for ISN** **Career Development Grants (CDG)**

This scheme provides funds for research supplies, small instrumentation or participation in scientific conferences (max. 20% of the total grant) to support committed ISN members who are young investigators to establish themselves as independent researchers. ISN acknowledges national and regional differences on the way to reach scientific independence. To reflect this and to provide equal opportunities to members from all regions, this funding scheme is open to scientists who have very recently become independent researchers, or who have the demonstrated capacity to become independent.

Project duration and grant volume:

* The project can be developed in one or two years.
* Up to USD 10,000 can be granted per successful CDG application, depending on the budget specifically aimed at the research project.
* Grants can be spent on lab equipment, but also on other project-related items like consumables, accessing facilities, or animal housing costs.
* A maximum of 20% of the total funds granted can be used to cover costs to attend an ISN-related event, such as the biennial meeting, ISN-sponsored conferences, symposia or satellite meetings and sister society (APSN, ASN, ESN) meetings, provided that no other funding has been obtained from ISN or the Sister Society for the same purpose. Funds are not to be used for meetings/conferences/workshops that are not related to ISN.

Eligibility criteria:

* Only committed advanced ISN Postdoc Members (with a minimum 3 years’ experience as postdoctoral fellow) and Full Members (up to 10 years after the year the doctoral degree was awarded) are eligible to apply. Allowance may be made for career breaks. Reasons, durations and consequences of career interruptions for the applicant must be given in the application form and supporting documentation attached, where appropriate.
* The applicant must be an active ISN member continuously for at least 4 years (48 months) at the deadline of a given application round. In addition, funds can only be transferred, if the successful applicant is also an active member in the year(s) when the project will be carried out.
* Members who have not continuously renewed their ISN membership each year (as indicated by open membership dues for previous years or periods of delayed payment that were connected with periods of inactive ISN membership) are excluded from applying. Note that payment of back membership fees does not restore active membership.
* Applicants should provide a statement detailing evidence of their independence or evidence supporting their capacity to become independent researchers, signed by the Department chair of the applicant.
* A successful applicant is not eligible to apply for a second project supported by CDG.

Payments and reporting requirements:

* 80% of the amount granted will be transferred to a bank account of the applicant’s institution. That institution must the same as the institution named in the recommendation letter. Transfer to any private or individual bank account is not possible.
* The remaining 20% will be released after the full research and financial report has been submitted by the applicant and is approved by ISN.
* The Institution must agree that no indirect costs/overheads will be charged.
* ISN expects that applicants secure additional funding from their home institution or from other funding bodies, however, redundant funding is not allowed. How ISN and other funding is planned to be expended should be detailed in the budget.
* A detailed written report (including a financial report) is required to be submitted by the successful applicant within two months after the completion of the project.
* The supported ISN member is expected to acknowledge ISN support and briefly inform audiences about ISN and about the benefits of an ISN membership when presenting data at seminars and/or scientific meetings.
* The supported ISN member is encouraged to present data at ISN-related events (ISN biennial meetings, sister societies’ meetings, small conferences that are supported by ISN-CC).

Application:

* Application deadline is **October 31** for proposals starting the year after.
* Application criteria are
	+ eligibility of the candidate (see above)
	+ scientific quality of the applicant and the project
* Applications include two documents to be submitted as a single PDF:
1. Completed and signed application form with
	* career information of the applicant with a publication list and list of previous awards including previous ISN funding
	* a project description (3 pages max.),
	* a budget calculation for the project, including information on other external funds made available/requested for the same purpose, including those requested from local sources.
2. a letter signed by the department chair confirming the applicant’s career status and research independence and agreement that no indirect costs/overheads will be charged by the institution.
* Applications should be sent as a **single PDF** named **[lastname]\_CDG\_[year].pdf** to the Career Development committee Chair.