

English version

ReumaNederland procedure for applying for a letter of support, commitment and intent

Introduction

How does ReumaNederland handle a request for a letter by a person, for example from a research institution, an association or other type of organization, for an in kind contribution, a cash contribution or a statement of support?

Examples of such requests are:

- Time of ReumaNederland staff to participate in a (research)project (e.g. as user committee member or carrying out dissemination/communication activities).
- Time required from a patient expert to participate in a (research)project.
- Time of ReumaNederland staff to participate in policy making groups with the aim to share expertise.
- Endorsing an initiative or (research)project.
- ReumaNederland acting as a co-financer with a cash contribution in applications outside the ReumaNederland funding calls. This concerns applications within the Connect Programme. More information can be found in the document "samenwerkings-en financieringsbeleid" (<https://reumanederland.nl/onderzoek/onderzoeksbeleid-patienten-participatie/>).

It is possible that a request is a combination of the above examples.

The application procedure for a request

The procedure consists of the following two steps;

Step 1. Clearly describe the request for the in kind contribution, and/or the cash contribution and/or the statement of support.

- An in kind contribution involves a clear description of the activity, the expertise and time required by ReumaNederland. It is also indicated why financial compensation is not possible for the efforts for which ReumaNederland is requested.
When requesting a cash contribution, describe the total amount in euros, amount per year in euros and the number of years.
A requested statement of support concerns the content of the statement of support and why it is important that ReumaNederland should issue this statement of support.
- Indicate if the request is related to osteoarthritis or inflammatory rheumatic diseases.

Step 2. You send the following documents together with your specific request:

- Information about the applicant and the organization in which he/she works
- If it concerns a letter to accompany a (research)project application, the application with budget and the call information.
- The template letter (if applicable).

Request cash contribution Public Private Partnership project or impact investment

If your application relates to a Public Private Partnership project (PPP project) or an impact investment under the Connect Programme of ReumaNederland please contact ReumaNederland for the procedure of a cash contribution.

Assessment procedure

ReumaNederland first looks at basic conditions when a request comes in, before the request can proceed to the assessment procedure. These are:

- All the information described above under application procedure has been provided;

- ReumaNederland has at least 3 weeks to assess the request;
- The request has not previously been submitted to ReumaNederland;
- ReumaNederland does not participate in comparable (research)projects or the (research)projects reinforce each other;
- ReumaNederland must be able to use a thorough independent external scientific assessment procedure when it comes to a research project application.

If the basic conditions are not met, the request will be rejected. If the conditions are met, the application will enter the assessment procedure. Points that will be taken into account include:

- Whether the application is in line with at least one theme of the roadmap associated with the ambitions of ReumaNederland. It must be a theme that has priority in the time period of the application;
- The degree of scientific quality and patient involvement in case of a (research) project application;
- Independent external assessment must be sufficient in case of a research project application;
- The availability of finances and/or staff capacity within ReumaNederland;
- The degree of impact on the reputation of ReumaNederland;
- The independent position of ReumaNederland must be guaranteed.

Communication outcome

You will receive a response by email whether your request has been granted or refused or whether additional questions must be answered first. A refusal will be explained.

No objection possible

The result of this process may be that your request is not honored. You can't object to this.

Our policy and working methods are constantly evolving and no rights can be derived from the information in this document. ReumaNederland always has the option to deviate and adjust its policy.

Submit request

A request for a letter can be emailed to research@reumanederland.nl.