

**International Society for the Study of Celiac Disease (ISSCD) and
the Celiac Disease Foundation (CD-F) joint post-doctoral research
fellowship in celiac disease**

GUIDANCE FOR APPLICANTS

1 Eligibility Requirements

- 1.1 The ISSCD-CDF fellowship must be held at an Academic, Clinical or University institution. It is open to candidates around the world pursuing basic science or clinical, post-doctoral research in any area of celiac disease and its complications. ISSCD membership must be maintained throughout the three-year duration of the award.
- 1.2 The objective of this fellowship is to support protected research time of early career clinicians (clinical science) and investigators (basic science) towards a career in celiac disease research.
- 1.3 Candidates with an MD, PhD degree or equivalent, in any area of science may apply. Candidates having completed a PhD, MD, or clinical fellowship with no more than seven years lapsed since their first academic appointment before the deadline of this application are eligible to apply.
- 1.4 An appropriately documented leave of absence, such as parental or medical leave, will not be counted toward the above seven-year eligibility criteria. Exceptional circumstances may also be considered. Exemption requests must be submitted to icureceliac@celiac.org at least three weeks prior to the application deadline and be clearly indicated in the submitted application documents.
- 1.5 At the time of submission of the application, the applicant may not hold another award with similar objectives that could be perceived as a duplication of funding.
- 1.6 Applicants who have held a previous award are eligible to re-apply. Applicants with a current award may apply in the final year of their active award, so long as the award will end before this Research Fellowship term begins.
- 1.7 The purpose of this award is to support early career development of fellows conducting basic science and/or clinical research in celiac disease.

2 Financial support

- 2.1 The stipend for a post-doctoral research fellowship in either basic science or clinical science is \$100,000 USD per year, for a maximum three years.
- 2.2 Funds are intended for use towards the salary of the successful candidate and / or for operational budget covering the research project. Details of how funds are to be used should be included in the budget section of the application.

3 Budget Guidelines

3.1 Applicants must use the budget template, as provided in the online application platform. All expenses must be explained and justified in a budget narrative submitted alongside the budget template

3.2 The following expenses are allowed:

- Salary and benefits of the principal investigator.
- Salary and benefits of research assistants, laboratory technicians and/or other key personnel.
- Biostatistics support.
- Supplies, animals, equipment or other materials necessary for the proposed research.
- Travel costs, not to exceed \$5000 USD.

3.3 The following expenses are **not** allowed:

- Indirect costs and overheads

4 Patient and Public Involvement and Engagement (PPIE)

4.1 Patient and public engagement means working with those affected to share information in an active two-way process, e.g. holding discussion workshops around research outcomes and formulating ways to disseminate research to the target audience in the most effective way.

4.2 It is expected that the Research Fellow will participate in PPIE activity and allow for budget within their application to support PPIE. To reduce the chance of potential PPIE participants from being inhibited from taking part, due to a loss of income and the cost of taking part, PPIE participants must be costed for their time and any reasonable expenses.

5 Use of animals

5.1 Any applicant intending to use animals in their research must provide full justification and address the areas of replacement, refinement, reduction of animals in research.

5.2 Within the application, applicants are required to demonstrate how they have considered avoidance of the use of animals (replacement), minimised the number of animals per experiment (reduction), minimised suffering and improved animal welfare (refinement).

6 Use of human tissue

6.1 Any applicant intending to use human tissue must confirm within their application

that their practice will comply with the appropriate legislation and follow the relevant codes of practice. The type of tissue and quantity must be justified.

7 The application

7.1 The deadline will be advertised on the [ISSCD website](#) and the [Celiac Disease Foundation website](#) including the date, time and time zone. Applications must be submitted electronically via the Celiac Disease Foundation Research Award [online portal](#). Applications not following this procedure, or that are late or incomplete, will not be considered.

7.2 Full details regarding application requirements can be found on the [Celiac Disease Foundation online portal](#), but in brief:

7.3 Font, Calibri, size 12, to be used throughout the application.

7.4 A complete application consists of:

7.4.1 The research project (5 x A4 pages max.) including:

- Background/ preliminary data if applicable
- Hypothesis or research question
- Methodology
- Relevance to celiac disease and potential benefits for the celiac community
- How results will be disseminated to peers and other key stakeholders
- References
- An appendix with relevant publications by the applicant/ team or preliminary data is optional
- Budget justification

7.4.2 Budget template

7.4.3 An Executive and Lay summary (max. 500 words each)

7.4.4 CVs for the applicant and the main supervisor. Please identify them respectively as:

- CandidateLastname_CV
- CandidateLastname_CVSup

7.4.5 Signed letter from a supervisor. (max. 2 x A4 pages):

- The commitment of the supervisor towards the candidate's research training and endorsement of the candidate.
- The space, facilities and personnel support for the candidate.
- The commitment of the research fellow to at least present, during their tenure of the fellowship, at a minimum one ICDS meeting.

8 Selection process

8.1 Review and evaluation of the application will be carried out by a multidisciplinary panel selected by the ISSCD Board. If necessary, and based on the number of applications received, external expert reviewers will be involved from the membership at large of ISSCD.

9 The Research Fellowship Award

- 9.1 Recipients must submit scientific and financial progress reports to ISSCD annually and final reports 60 days after the end date of the award period. Report templates and instructions will be provided to awardees, at the time of acceptance. Second- and third-year funding are contingent upon the submission and accuracy of this documentation.
- 9.2 All publications, presentations and abstracts arising from work funded by this program must acknowledge the joint support of the ISSCD and the CD Foundation.
- 9.3 Full terms and conditions for the Research Fellowship award are available on the [ISSCD website](#) and the [Celiac Disease Foundation website](#).