

The Amsterdam UMC Young Talent Fund 2023

Instructions and guideline for
application, selection and feedback.

Amsterdam, March 2022

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- A. Application form
- B. Example Report of Sanne Hoefnagel

1. The Amsterdam UMC Young Talent Fund

In the interest of science and the society, the Amsterdam UMC wants the very best young talents to have a chance to further develop and improve themselves. They can reach the top in scientific research by improving their confidence, knowledge, ambition and creativity, by looking beyond the borders.

Effectuating this wish, the AMC Foundation created in 2012 the AMC Young Talent Fund. In 2020 the VUmc Fonds (VU medical Center Foundation) joined this Fund and consequently the name was changed to Amsterdam UMC Young Talent Fund. (*)The Amsterdam UMC Young Talent Fund enables young excellent researchers to do a research traineeship or follow courses at one of the top international research institutes. Each year several grants will be awarded. Since the start of the fund in 2012, eighty-five PhD candidates have been awarded a scholarship. One of the grants is enabled by the Louise Gunning Public Health Study Fund.

Louise Gunning Public Health Study Fund

The Louise Gunning Public Health Study Fund is part of The Amsterdam UMC Young Talent Fund. This specific Fund was raised at the occasion of the official farewell of Louise Gunning as dean of the Amsterdam Medical Centre of the University of Amsterdam in September 2010. The AMC foundation administers this Fund and following this example The AMC Young Talent Fund is developed.

Each year, one of the grants will be specifically awarded from the Louise Gunning Public Health Study Fund. Its goal is to enable a young Amsterdam UMC researcher to follow a course or summer school in the field of Public Health at the Johns Hopkins Bloomberg School of Public Health in Baltimore, USA.

(*) It is expected that somewhere in 2020 both the AMC Foundation and the VUmc Fonds (VU medical center Foundation) will merge. Until that time the Amsterdam UMC Young Talent Fund is executed in close cooperation between the two Foundations

2. Applying and important information

Deadline

The application deadline for the 2023 round is Tuesday September 6th 2022, at 23:59 hours. The application form has to be fully completed (in English) and signed by the applicant and his/her supervisor.

The applicant

The applicants are excellent PhD candidates, registered at the Amsterdam UMC Doctoral School, with a maximum age of 35.

Period

The minimum duration of the course or research traineeship period is 2 weeks.

Budget

The maximum grant is €5000. Within these limits, the course fee will be completely funded. The costs of travel and housing are fundable up to 75% of the total costs. The costs of living, such as food, drinks and local travel or transfer costs are excluded from funding.

Funding

The AMC Foundation and VUmc Foundation will give all scholarship winners the opportunity to raise extra funds for the expenses that are not reimbursed by this grant. Further details will be included in the assignment letter.

Cost estimate

An estimate of the total expected costs (100%) must be included within the application form. The grant will be based on this estimate. Please be aware that the payments will be based on the actual costs.

Final grant

The final grant will be awarded under the condition of acceptance of subscription to the program. A written confirmation of acceptance has to be submitted to the Executive Office (see below) . Maximum 80% can be paid as an advance. The final payment of the grant will be based on actual costs.

Extending the trip

In case of any plans to extend the trip, for example a vacation, the PhD candidate has to inform the Executive Office in advance about his or her plans.

Application

Applications are sent to the Executive Office of the Amsterdam UMC Young Talent Fund signed and scanned as pdf. Please scan the application in the following order:

1. Application form including CV
2. Letter of recommendation

Only complete and correct applications will be accepted.

Contact

The Executive Office of the Amsterdam UMC Young Talent Funds is located at the AMC Foundation

You can reach the Office at:

AMC Foundation, E2 - 248

Amsterdam UMC, location AMC

Sacha Naaraat

s.naaraat@amsterdamumc.nl

020 56 61776

3. Selection

The rating of the applicants will be made by a selection committee. The committee consists of renowned researchers and MD's from both locations: AMC and VUmc. Also the director of the Amsterdam UMC Doctoral School is a member. The selection committee will send the ranking and their proposal to the Board of the AMC Foundation and VUmc Foundation, who will make the final selection. The final decision on the number of grants awarded each year depends on the available total budget and rating of the proposals.

Rating will be equally based on training plan, CV, motivation and the intended stimulation of your own scientific career. The committee will also consider the degree of excellence of the chosen research institute.

Application form

The maximum number of words for the summary of the research project (100 words), the training plan and motivation (500 words), and excellence of institute (100 words) may not be exceeded. Do not add appendices.

Procedure

The application form will be reviewed by the selection committee.

Letter of recommendation

A letter of recommendation from the PhD supervisor is required. Do not include other letters of recommendation.

Information

For information, please contact Ms. Sacha Naaraat at the Executive Office of the Fund.

Notification

The decision of the joint boards of AMC Foundation and VUmc Foundation will be communicated to all applicants by the Executive Office before the Award Ceremony.

Award Ceremony

The Amsterdam UMC Young Talent Fund Grants 2023 will be awarded at the official ceremony on Thursday October 13th at 16.00 hours. It is highly appreciated that all grant winning applicants attend. Further details will be sent to all applicants in due time.

4. Procedure after selection

The Executive Office will inform you by letter about the maximum awarded amount of the scholarship.

In case of any unforeseen circumstances before or during the stay abroad, of influence to the scholarship or the budget, it is mandatory to contact the AMC Foundation immediately.

5. Report of your experiences

Within two weeks after the end of your study trip you hand in a short report (max. 2 A4) with a discussion of your experiences. With this report you'll include possible certificates or other documentation as proof of your attendance, and a few pictures of your stay abroad.

Your report is an important element for the Amsterdam UMC Young Talent Fund, as it is used as feedback for the donors. This often results in repeated donations and it also can be used for new fundraising. Discuss in your report:

- Institute, period and followed programs.
- Why you have applied for the grant.
- What added value and greatest lessons came from this experience.
- Why it is so important to gain experience at another institution.
- The good experiences, surprising elements or unexpected results.

Send your report to: s.naaraat@amsterdamumc.nl at the Executive Office

The example report of Sanne Hoefnagel is attached.

6. Finance

The final grant will be based on the actual costs. Remittance of the grant will take place in two parts. Before visiting the institute you may receive an advance of 80% of the grant. This enables you to make the payments necessary for your stay. Within two weeks after the end of your study trip, you will hand in your statement of expenses and financial settlement (invoices, certificate) and the report of your experiences (as mentioned in paragraph 5). After approval, you will receive the additional 20%, based on actual costs.

To be eligible for reimbursement of the costs take care of your administration and make sure you can provide the following documents:

- A confirmation of the airline regarding the ticket costs
- A (copy) of the signed rental agreement by both parties with a review of the monthly costs
- An invoice or confirmation of the hotel with the arrival and departure dates and costs for the stay
- A confirmation from the institute regarding the visit
- A certificate of registration for participation in the course
- An invoice or statement regarding the course fee
- Bank or credit card statements showing all costs are paid by applicant
- A digital photograph

All confirmations or invoices must be in name of the applicant. Without additional bank or credit card statements the AMC Foundation cannot reimburse any costs.

Attachments:

- A. Application form
- B. Example report of Sanne Hoefnagel