ISST Research and Development Fund

Guidelines and criteria

Approved by the Executive Board 8th September 2020

1. Aim of the ISST Research and Development Fund:

The aim is to facilitate and (partially) fund clearly defined research proposals of high academic quality on schema therapy in countries with limited financial resources. The proposed project must be of high academic quality according to international standards. In general, one principal investigator is responsible for planning and carrying out the proposed project.

2. Requirements for application

2.1. The proposal should be for a research project with a focus on schema therapy in a country with **limited financial resources** (low income country or developing country respectively).

2.2. The principal investigator or his/her collaborator(s) should possess **excellent research qualifications, sufficient time resources**, and have **access to the infrastructure necessary** to carry out the project. The principal investigator should either hold a PhD degree or equivalent, e.g. MD with objectifiable research qualification, or a MSc degree if the project is part of a PhD project.

2.3. There must be a positive evaluation by the **ethics committee** (available at time of submission or at time of final award of the funding).

2.4. Research findings must be published in an acknowledged scientific journal the ISST must be acknowledged as a funding body.

2.5. A pdf copy of all publications must be sent to the ISST research coordinator

3. Structure and content of applicant's proposal

3.1. The proposal should be written in English with no more than 50,000 characters including spaces or no more than 20 pages.

3.2. The qualifications of the principal investigator and other researchers involved with respect to research training and expertise must be clearly stated. This must include CVs and list of publication of the last five years.

3.3. If there will be national or international cooperation arrangements this should be explained and details given.

3.4. There must be a clearly defined statement of aims and hypotheses or research question(s).

3.5. There should be a statement with respect to the relevance of the research to the theory and practice of schema therapy in an international context and to the project's anticipated level of originality or scientific innovation.

3.6. The research methods should be clearly and adequately summarized.

3.7. Proposed procedures for ethical evaluation and clearance of the project must be clearly described.

3.8. A work plan and timeline should be presented.

3.9. Financial aspects: the expected costs must be set out broken down into categories (e.g. personnel costs, equipment costs, material costs, travel costs, costs as part of national and international cooperation arrangements, other eligible costs). Concise statements of motivation for each of these costs must be presented including, for personnel, type(s) of requested position(s), job descriptions, extent of employment, and duration of involvement in the project, and for other non-personnel costs (equipment, materials, travel, etc).

4. Procedures for peer Review:

The proposal will be peer reviewed by at least two independent reviewers, selected by the research coordinator in consultation with the scientific committee (preferably scientists with focus on schema therapy should be selected).

Where the two reviewers disagree a third reviewer may be appointed.

The reviewers should evaluate the research on the basis of the following criteria:

Quality of research, judged by, e.g.:

- relevance for the state of the art in international research
- innovative aspects (i.e., whether new territory is explored)
- quality of project basis (available data, own and published previous work)
- expected effects on improvement of knowledge about schema therapy (e.g., effectiveness, biology of schemas and modes) and patient treatment
- clarity of research questions, hypotheses and objectives of the project
- appropriateness of methods, including work and time schedule, statistics and dissemination strategy (e.g. publication/communication strategy)
- quality of cooperation arrangements (both national and international)

Quality of participating researchers (great values have to be achieved in all items!):

- expertise and experience of the research team with regard to its ability to complete the project successfully (including researchers in advisory bodies for the project)
- quality of proposed project management
- benefit of project to career development for participating researchers
- due attention to gender and other diversity aspects

Broader effects of the project

- ethical issues (commitment of the researcher fulfilling the ethical committee and other regulatory requirements)
- expected long term effects for the institution, for research on schema therapy, significance for clinical applications

Suggestions

- What could (should) be done to increase the project's chance of success?

5. Procedures for approved proposals

5.1. Once approved by the ISST, the project must be initiated within 6 months (extension to a maximum of 12 months in justified particular cases is possible after written application to the ISST research coordinator and agreement by the ISST board).

5.2. A brief interim report must be sent to the ISST research coordinator after 12 months (and again 24 months if a time extension has been granted).

5.3. A final report on completion of the project must be sent to the ISST research coordinator (to be presented to the ISST board).