

CHECKLIST

FOR WRITING MAIN APPLICATIONS

The above checklist can be used in combination with this one, which places more emphasis on methodological details, project and budget plan.

MATERIALS AND METHODS

- Have I described the rationale for using specific materials and methods?
- If applicable: have I adequately described the method of randomisation and blinding?
- If applicable: have I described how the data will be analysed statistically (sample size and power calculation, etc.)?
- Have I considered ethical viewpoints?

PROJECT PLAN

- Have I chosen an appropriate and realistic timeline, incl. milestones and work packages?
- Did I show alternative pathways for overcoming challenges/obstacles within the research plan?
- Did I show when and how collaborators are involved and the extent of their contribution?

BUDGET PLAN

- Is the budget realistic for this type of study?
- Are all required items for the study listed and budgeted for?
- In case of supporting funds, is it clear which parts of the proposed study are covered by which funding source?
- Did I provide supporting letters for materials if they are sponsored by industrial partners?
- Did I check the funder's budget guidelines and is my budget compliant with these guidelines?
- Am I familiar with the overhead regulations of my institution?
- Have I reviewed the final budget with my institution's finance officer?