**FUNDING APPLICATION POLICY FOR NON-PROFIT PARENT/CARER SUPPORT ORGANISATIONS for 2024**

* The SSIEM is offering modest financial support for non-profit organisations such as associations, patient organisations and support groups who represent in general more than 50 families with a rare IEM.
* Award process: €20,000 per year (i.e. €10,000 per 6 months with a maximum award of €5,000).
  + Application process will open.
    - 1st January and close 1st March (if your event is scheduled for April / May we would suggest applying in the 2nd round the year before the event\*) and
    - 1st July and close 1st September (if your event is scheduled for October / November we would suggest applying in the 1st round the year of the event\*)
  + €5,000 per funding round may be divided between the applications dependent upon the judge’s decision.
  + If any of 1st allocation is not awarded in March then the amount can be added to the 2nd allocation to be awarded in September.
  + If any of the annual allocation is not utilised the surplus will not be added to next year’s funds.
  + Funds are to support events, including online events and webinars, but not individual families.
* Who is eligible?
  + - 1. Educational program for several families offered/organized with support of local/national metabolic societies.
    - 2. Group consults or treatment event offered/organized by metabolic physicians with support of local/national metabolic societies.
    - Support once.
    - Reapplications within three years of a successful application will be rejected.
    - Support for those in developing countries:
    - This should be done through the organisers of the event and not through supporting individual families directly.
* Application form
  + Disorder (if known)
  + Is the event supporting families to diagnosis?
  + Is the event supporting families in getting better care?
  + Reason support requested (event venue, travel for families, hotel costs for families, online costs & support, distribution and resources etc.)
* A letter briefly describing the function of the associations, patient organisations or support group signed by the person making the application.
* Feedback required? Yes, summary after event.
* How should we advertise? SSIEM website (like the fellow grant)
  + A formal “Clinician’s support letter” could help in choosing the best candidate.
* This process will be reviewed annually.
  + Applications to be forwarded to [admin@ssiem.org](mailto:admin@ssiem.org) and should be submitted in English, however if this creates any difficulty please contact the SSIEM.
* Applications for funding will be considered by an award panel.
* The applicants will be informed of the SSIEM decision within 20 days of the closing date for application.
* If awarded funds will only be transferred electronically to an official organisation/charity/association account and not to an individuals account.

\* New banking protocols may cause bank transfers to be delayed while details are checked for the transfer to be made which can take several weeks.