

## **FUNDING APPLICATION POLICY FOR NON-PROFIT PARENT/CARER SUPPORT ORGANISATIONS for 2025**

- ❖ 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.
    - 1<sup>st</sup> January and close 1<sup>st</sup> March (if your event is scheduled for March / April / May we would suggest applying in the 2<sup>nd</sup> round the year before the event\*) and
    - 1<sup>st</sup> July and close 1<sup>st</sup> September (if your event is scheduled for September / October / November we would suggest applying in the 1<sup>st</sup> round the year of the event\*)
    - The event cannot be within two months of the award decision date of 1 - 30<sup>th</sup> March 2 - 30<sup>th</sup> September.
  - €5,000 per funding round may be divided between the applications dependent upon the judge's decision.
  - If any of 1<sup>st</sup> allocation is not awarded in March then the amount can be added to the 2<sup>nd</sup> 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.



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- ❖ 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 30 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.