



FALL SEED GRANT 2026 CBLC CALL

GUIDELINES FOR APPLICANTS

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General Instructions

The Application form is available on the *Fondazione Telethon Grant Management* system portal at this [link](#). Applicants are strongly encouraged to carefully read this “**Guidelines for Applicants**” document, as **applications that do not meet the requirements described in this document will be rejected**. An accurate application will facilitate the review process.

All applications must be written in **English** only. Abbreviations and acronyms not universally known must be spelled out the first time they are used, followed by the appropriate abbreviation in parentheses. The text must be single-spaced and must comply with the specified character or word limits. **Please note that the character limits in the different sections include spaces.**

Applicant Account

Registered Users in TETRA (the former Grant Management system)

Applicants who registered in TETRA, the former Fondazione Telethon Grant Management system, **must NOT create a new account**. They should access the new portal by using the same email address previously used for TETRA.

Please enter the portal at this [link](#), click on **Forgot Password?** (below the **Login** button) and follow the instructions to set a new password. Please note that the system allows the creation of **only one account per email address**. If the email address used for registration is no longer valid, the applicant should contact our IT Admin at telethonscience@fondazionetelethon.it to update it.

New Applicants to Fondazione Telethon Calls

New applicants should access the portal at this [link](#), click on **Register Here** and complete the registration process following the online instructions.

- **Institution Information:** Please enter the full name of the Applicant’s Institution. If the Institution name is already registered in the system, it will appear in a dropdown menu. **If the Institution name is not listed**, applicants must click on **Register New Institution** and follow the instructions.
- **Contact Information:** Please note that the system allows only one account per email. Applicants must complete all mandatory fields and click on **Submit**.

Personal Details

Before starting a New Application, Applicants must update the **My Profile** section, including the **General and Biosketch** sections, by clicking on the dedicated shortcut **Update/Edit Profile** in the dashboard.

The **My Profile – General** section contains the information entered during the first registration on the portal and can be updated at any time. The Institution Information entered during the first registration on the portal is automatically displayed in this section. To update the **Department/Institute**, use the lookup tool to select their **Host Institution**, and all associated departments will be listed for selection. If the applicant does not belong to a department or their department is not listed, enter only the Host Institution, and share it via email with telethonscience@fondazionelethon.it. Once all fields are completed, applicants should click on **Submit profile** so that the information will automatically populate the relevant Application fields.

In the **My Profile – Biosketch** section (**not mandatory**), the following items can be updated by the applicants: *Education/Training, Personal Statement, Positions, Contributions to Science, Relevant Publications, Patents, Companies*.

Important: Maintain the My Profile section updated. Please ensure to click on **Submit Profile** before creating a New Application. This way, the information contained in the My Profile sections will be automatically incorporated in all relevant fields of the New Application.

Application Status

In the **My Applications** section on the Home Page applicants can find draft applications, check the status of the applications and find submitted applications as well as active grants (once available on the new platform).

In the **My Applications** section, accessible on the left-hand side of the Home Page, the following tabs are available:

- **In Progress** – displays draft applications. To edit an application, select the one you wish to change.
- **Pending Signature** – lists applications awaiting signature and approval by the relevant Institution or Organization.
- **Pending Submission** – displays applications that are still pending and have not yet been submitted by the applicant.
- **Submitted** – displays submitted applications.
- **Under Review** – displays applications in Under Review status.

- **Post Review** – lists the Applications for which the post-review decision remains pending. While an application is in this status, it cannot be accessed by the applicant.
- **Pending Activation** – shows the list of applications that are waiting to be activated.
- **Active Grants** – shows the list of applications that have been activated.
- **Historical Grants** – displays the application history (e.g., declined or closed applications).
- **Locked** – shows applications that are locked because the Call closed before completion.

Application Guidelines

Create a New Application

From the Home Page, click on **Funding Opportunities** in the dashboard to access the list of available Calls.

As part of the **Fall Seed Grant 2026** initiative, two Calls are open, focusing on the following diseases:

- **Methylmalonic acidemia with homocystinuria, type cbLC**
- **SLC6A1-Related Neurodevelopmental Disorder**

Applicants may **submit only one project** within this initiative and Call. To create a new application, select the relevant Call and click **Apply**. After reading and accepting the Privacy Policies an Application Number will be assigned to the newly created application project.

Fill in the Application

To access the Application form, click on **Begin Application**. Please refer to the **Application Sections** paragraph on page 6 for instructions on how to fill in the application form.

Within the Application the following functions are available:

- **Back** and **Next** allow navigation through the application pages.
- **Save Draft** saves all entered changes and activates important system functionalities within the Application (without leaving the current Application page). In particular, some fields will be populated only after clicking on the **Save Draft** button. **Applicants are strongly encouraged to save their draft application frequently, or at least after completing each section.**
- **Left-hand Arrow** at the top of the page allows the users to exit the application and to return to the My Applications section.
- **Delete** (at the bottom of the page) deletes the application.

- **Send for Signature** allows the users to validate and send the application to the Institution Signatory for signature. Before an application can be sent for signature, **all mandatory fields (indicated by a red asterisk) must be completed**. Any missing field at the time of submission will be listed in a validation box at the top of the page. Once validation is successful, the application will be sent to the Institution signatory for approval. At this stage the application will be displayed in the *Pending Signature* status on the My Applications list.
- **Withdraw** allows applicants to withdraw the application while it is in *Pending Signature* status.

After being sent for signature, the Application must be reviewed and approved by the selected Institution Signatory before it can be formally submitted. For additional details, please refer to the **Validation and Submission Procedure** section on page 18.

Please note that a **submitted application can no longer be modified by the applicant**; if changes are required before the Call deadline, please contact telethonscience@fondazionetelethon.it.

Application Sections

- **Project Overview**
 - General Information
 - Overview
 - Type of Research
- **Scientific Approach**
 - Background and Rationale
 - Research Plan
- **Ethical Documents**
- **Host Institution**
 - Applicant Details
 - Facilities and Resources
- **Contacts**
 - Approver
 - Collaborators
- **Budget**
 - Budget
 - Other Financial Support
- **Biosketch**
- **Reviewers**

- Suggested Reviewers
- Excluded Reviewers
- **Declarations**
 - Notes
 - Declarations

Figures – The Application Form includes special upload fields dedicated to figures in the Research Proposal tab within the Application.

All figures and their corresponding legends must be compiled in a single PDF document in A4 format. Applicants must not copy sections of previously published papers.

The PDF must include a footer indicating the name of the relevant Application Form section followed by the indication “Figures” and the page number.

Important: in the PDF version of the Application, all uploaded figures will be automatically grouped and displayed as an Appendix at the end of the document. Applicants should therefore ensure that all figure references and numbering are correctly indicated within the text.

The PDF size must not exceed 50 MB. High-resolution pictures should be used only when necessary, for example for photographs requiring details. In this case, a maximum resolution of 300 dpi (Photoshop: Image>Image Size>Resolution) for each photo is recommended. For charts and drawings, a resolution of 100 dpi can be used for each picture (if included).

Applicants should ensure that all figures are clearly legible both on screen and when printed.

Project Overview

This section comprises the General Information of the Application, the Overview and the Type of Research of the Project.

General Information

Project Title (max 250 characters) – Enter the title of the proposed project. To facilitate the evaluation process, applicants are encouraged to **insert the project title by October 30th, 2026**, although sharing such information in advance is not mandatory. The title can be changed by the Applicant at any time before final submission.

Project Duration (in months) – The project duration for this call is 18 months. Applicants are requested to insert a project duration of 24 months for administrative reasons.

Total Budget Requested – This field is automatically populated once the **Budget** section is completed. Please remember to click on **Save Draft** to enable this functionality.

Type of Applicant – Please select the option that best describes your previous experience with Fondazione Telethon funding programs:

- *New Applicant*: a researcher who has never applied to a Fondazione Telethon Call; the applicant may only submit a New Application.
- *Former Applicant*: a researcher who has already applied to a Fondazione Telethon Call but has never been funded; the applicant may submit a New or a Revised Application.
- *Former Grantee*: a researcher who has already been funded by a Fondazione Telethon Call in the past; the applicant may submit a New or a Revised Application.

Type of Application – Choose the appropriate option: New Application or Revised Application. Please note:

RENEWAL APPLICATIONS ARE NOT ADMITTED.

- Revised Applications are those referring to former proposals submitted but not funded, to the previous CBLC Call. Indicate the **Previous Application Number** and the **Previous Role** of the Applicant. An Applicant submitting a Revised Application must fill in the **Cover Letter** field and attach a copy of the **Review Summary of the Previous Application**:
 - **Cover Letter** (max 15,000 characters) – the Cover Letter must highlight the relevant modifications made and a detailed reply to the critiques raised by the reviewers.
 - **Review Summary of the Previous Application** – Attach the Review Report of the previous Application in this section. If needed, contact the FT scientific staff (telethonscience@fondazionetelethon.it).

Overview

Abstract (max 2,000 characters) – Provide the following information:

- Broad objectives and specific aims
- Background/Rationale
- Research design and methods
- Anticipated outcomes

Added value and unmet need (max 1,000 characters) - Explain how the proposed study will challenge current knowledge. Clearly identify the current unmet need/s in the disease/syndrome that the proposed study will contribute to address.

Lay Summary – English (max 2,000 characters) – Summarize the project using clear and non-technical English lay language. This section is meant for communication purposes and, as such, it could become publicly available. Do not include any proprietary or confidential information.

Project Title – Italian (max 200 characters) – Insert the project title in Italian.

Lay Summary – Italian (max 2,000 characters) – Summarize the project using clear and non-technical Italian **lay** language. This section is meant for communication purposes and, as such, it could become publicly available. Do not include any proprietary or confidential information.

Please consider that the lay summaries are fundamental components of the application and Fondazione Telethon may slightly modify both the Project title (in Italian) and Lay Summary texts (in English and Italian) for communication purposes. For projects approved for funding, this information may be displayed on the FT websites.

Important: some fields will be populated only after clicking *Save draft*. Applicants are therefore encouraged to save their application frequently, or at least every time a section has been completed.

Type of Research

Disease Name – Indicate the disease(s) name(s).

Provide all available Disease Codes:

- **Disease OMIM Number** – Indicate the **OMIM number of the Disease** as given by the Online Mendelian Inheritance in Man: <https://www.ncbi.nlm.nih.gov/omim?db=OMIM>;
- **ICD-11 Code** – (if not available indicate “n.a.”) as given by the International Classification of Diseases <https://icd.who.int/browse/2024-01/mms/en>;
- **ORPHA Number** – as given by Orphanet <https://www.orpha.net/consor/cgi-bin/index.php?lng=EN>.

If the project addresses more than one disease, OMIM numbers, ICD-11 codes and Orpha Numbers entries must be separated with semicolons.

MeSH Terms (max 5) – Select up to five MeSH terms appropriate and specific for the proposed research (<http://www.nlm.nih.gov/mesh/meshhome.html>) by clicking on **Add/Edit**. Please note that this field becomes available only after clicking **Save Draft**.

Research Type and Area of Research – Select all that apply.

Research Steps – Select the research steps that best represent the proposed study (all that apply):

- Genetic studies;
- Studies on mechanisms;
- Therapeutic approaches in vitro;
- Therapeutic approaches in vivo;

- Therapeutic clinical trials;
- Diagnostic, observational and palliative clinical trials.

Scientific Approach

Background and Rationale

Background-Rationale-Objectives (max 6,000 characters) – Clearly describe the scientific rationale of the proposed project and outline the main hypothesis to be tested. Critically evaluate the existing knowledge, identify existing gaps to be filled and illustrate the impact of the proposed project to advance in the field. Describe the overall objectives of the research proposed and provide a realistic description of the expected scientific, technical and economic benefits.

Preliminary Results (max 4,000 characters), *if available* – Preliminary results **are not required** for this Call and therefore are optional. Only unpublished results are considered “preliminary” and should be included in this section. Published results, when relevant, can be included as references.

Preliminary Results Figures – Upload a PDF containing any figures related to the preliminary results. The maximum file size is 50 MB. Please refer to the figures section for more details and requirements.

Background on Intellectual Property (max 2,000 characters) – Indicate any intellectual property owned by the Applicant or by a third party that would be necessary for the development of the proposed approach. For Applicant’s intellectual property, please indicate freedom to operate for such development.

Research Plan

Specific aims, experimental plan, pitfalls and alternative approaches (max 8,000 characters) – List the specific aims of the project explaining the **scientific rationale**. For each aim, provide the proposed experimental plan by describing the **general experimental design**. Should new methodologies be developed or employed, please provide an appropriate description and state their advantages over existing methods.

The experimental plan must be based on an appropriate and accurate **statistical design**. State the **potential difficulties and limitations** of the proposed procedures and discuss alternative approaches to overcome them.

Expected Outcomes and Future Development (max 2,000 characters) – Describe the expected outcomes of the studies and the future project development (e.g., applications to grants/awards from corporations, foundations, and government agencies; development of strategic partnerships).

Timetable - GANTT Chart (upload a PDF, maximum file size is 50 MB) – Upload a GANTT chart describing the timeline foreseen for the achievements of the Specific Aims.

Experimental Plan Figures (if any) – Upload a PDF, maximum file size is 50 MB.

Cited literature - (max 20,000 characters) – Provide the complete list of references cited in the application. Each citation must include all author names, year of publication, title, book or journal title, volume number and page numbers. Concise references are not permitted.

Ethical Documents

Human Subjects – Indicate whether the study involves any of the following activities (consider both applicant and collaborator(s) activities):

1. Human samples that do not require Ethics Committee approval (e.g. samples from external biobanks, commercial cell lines, etc.);
2. Human samples or data requiring Ethics Committee approval (e.g. biological or genetic material, health or genetic information, etc.);
3. Individuals enrolled in clinical studies (e.g. clinical trials);
4. No human samples or subjects.

Important:

- If categories 2 or 3 apply, indicate whether the ethical approval has already been obtained, is currently under review or has not yet been submitted.
- If categories 1, 2 or 3 apply, describe the origin of the samples in the mandatory box (max 2,000 characters). If the study involves patient-derived samples, the applicant must also include a summary of patients' details (age, sex, origin, genetics).

Please note that FT also funds the Network of Genetic Biobanks (TNGB) whose purpose is to collect, preserve and provide the scientific community, and Fondazione Telethon-funded investigators in particular, biological samples and related clinical data from individuals affected by genetic diseases. Consult the online TNGB catalogue (<http://biobanknetwork.telethon.it/>) to identify potentially useful samples.

Vertebrate animals – Specify whether experiments involving vertebrate animals are planned at any time during the proposed project (Yes/No). If yes, please indicate if the Ethical Authorization has already been obtained (or not), is in progress or not needed.

Applicants should ensure that all necessary procedures to obtain this approval in accordance with the relevant Italian laws (<https://www.aifa.gov.it/modulistica-sperimentazione-clinica>) are requested in a timely manner. Please note that the relevant approval documentation must be provided for grant activation. For additional

information, please refer to *Regolamento di Gestione del Finanziamento Seed Grant* for the Fall Seed Grant 2026 CBLC Call.

Host Institution

Applicant Details

Permanent position, Position Title, Main Research Fields, Name of Laboratory/Clinical Unit, Number of staff members – Please provide all requested information.

If the Applicant is not independent, the name of the **Chief of the Laboratory** must be indicated in the dedicated field. **An Independence statement must be uploaded** in the dedicated box. The Independence Statement **must be provided and signed by the Chief of the Laboratory**, should contain the applicant's name, the Application Title and a clear statement highlighting the Applicant's capability to carry out the proposed experiments. **Applications requiring an independence statement that do not provide this document will not be considered eligible.**

Applicants holding other appointments (including foreign appointments), must report them in the **Other Appointment** section.

Financial Interests Disclosure (max 1,000 characters) – Describe any relevant financial conflicts of interest. The declaration of financial interests will not invalidate the application, nor will automatically disqualify it from being evaluated.

Facilities and Resources

Laboratory Space, Clinical Resources, Office Space, Major Equipment, Core Facilities and Services, Other – Please provide the requested information and list all key facilities available to support the implementation of the project.

Contacts

This section includes information about the Institution Signatory and the Collaborators invitation process, respectively as Organization Approver and Project Collaborator(s).

Approver

The **Institution Signatory** is a person (**Institution's Director, Responsible Official or Administrative Representative**) representing the Organization where the research project will be conducted. **The application cannot be submitted without a designated Institution Signatory.**

To add an Approver, select one of the institutional contacts listed in the dropdown menu of the already registered Institution Signatory contacts. At least one Institution Signatory must be indicated in order to submit the application.

If an Institution Signatory does not appear in the dropdown menu, click on **Create Signatory** to register a new Institution Signatory. Personal email accounts are not accepted; only institutional accounts can be used for this role. The new Institution Signatory will receive an email with instructions to access the portal and set up a new password. If the Approver does not receive the automatic email, they should check their spam folder. If the issue persists, contact our IT Admin at telethonscience@fondazionetelethon.it.

Once the new Institution Signatory is created by the applicant, the approver's name will appear in the dropdown menu, and the Application can be sent for signature by clicking **Send for Signature**.

Once the Application is sent for signature, **the Institution Signatory will receive an email** with a link to access the platform and approve the application. If not received, they should check their spam folder; If the issue persists, please contact our IT Admin at telethonscience@fondazionetelethon.it.

Applicants are strongly encouraged to complete the whole application well in advance, to allow sufficient time for the Institution Signatory to review, approve and submit the application.

For further details on the approval process, please refer to the **Validation and Submission Procedure** section.

Collaborators

Collaborators are individuals involved in the project and, as such, their active contribution must be clearly described and justified in the application.

Use the icon  to select and invite collaborators. To remove invited Collaborators, click on  and then on **X** displayed next to their names. Once invited, collaborators will receive an email (please also check the spam folder) containing a link to accept or decline the role. The Applicant must ensure each collaborator accepts or declines the role via automatic email. Once the invitation is accepted, collaborators will be listed in the Application as "Active" in a separate table of this section. Each Active Collaborator must provide the Applicant with a **Collaboration Letter** written in English, properly dated and signed, clearly illustrating their specific role and contribution to the project. The Applicant is responsible for completing the required collaborators' data and uploading the Collaboration Letters (PDF) via the **Edit details** button in this section.

In case of foreign collaborators, the **Lead Applicant's Host Institution may allocate up to 20% of the total budget to only one collaborator from a foreign third-party Institution, subject to indication by the Lead Applicant in the Application. The involvement of the foreign collaborator must be within the scope of the project, evaluated and approved by the reviewers.** If approved, the Lead Applicant's Host Institution will be

responsible for transferring the budget to the foreign collaborator and collecting detailed expenditure information to be reported to FT. Please see the **Budget** section below for more details. In this case, the Collaboration Letter must detail the work to be carried out as part of the collaboration and include information about the foreign collaborator's Host Institution.

Please carefully refer to Section II of the *Regolamento di Gestione del Finanziamento Seed Grant* document for the Fall Seed Grant 2026 CBLC Call for policies regarding collaborations with foreign collaborators and profit entities.

Please remember to save the draft using the *Save Draft* button.

Budget

Application Budget

A maximum budget of €75,000 is allowed.

Click on **Edit Budget** to open a new window to enter the budget details.

The **Budget** description must be accurate and complete: every item must be justified in the *Description/Justification* field and clearly linked to the project's execution. Any omission, generic description, or miscalculation could lead to the project's rejection. All amounts must be expressed in Euro, using whole numbers only.

Please, insert the whole budget amount request in the first-year section, leaving the second-year section empty.

Personnel are defined as, and should be limited to, key individuals whose contribution is deemed significant for the scientific development or execution of the project. Please note that personnel still to be recruited ("to be named") must be listed here and kept to a minimum to avoid delays in project activation.

Allowed costs:

o Direct Costs

- Materials, Supplies and Services;
- Personnel and Salaries (NOT for the Lead Applicant, and ONLY for personnel not holding a permanent position);
- Travel costs for collaborations, learning purposes or to attend Patient Association Meetings (up to €3,000);
- Other expenses – any costs not covered above, subject to FT approval.

In case of foreign collaborators, the **Lead Applicant's Host Institution** may allocate up to 20% of the total budget to only one collaborator from a foreign third-party Institution, subject to indication by the Lead Applicant in the Application. The involvement of the foreign collaborator must be within the scope of the project, evaluated and approved by the reviewers. If this is the case, the budget for the collaborator should be indicated in the "Other expenses" section. Please carefully refer to Section III.2 and Section V of the *Regolamento di Gestione del Finanziamento Seed Grant* for the Fall Seed Grant 2026 CBLC Call for more details. Eligible costs for the foreign collaborator are:

- Materials, Supplies and Services
- Salaries (ONLY for personnel not holding a permanent position)

o Indirect Costs

- Overheads - up to 5% of direct research costs.

Costs not allowed:

- Publication costs;
- Full salaries for the Lead Applicant or for staff members already receiving a regular wage. However, the effort of the Lead Applicant should be included in the personnel costs setting the salary at 0€;
- Salaries, travel and/or housing related to sabbatical leaves;
- Travel costs for congress participation;
- Scientific Society memberships;
- Organization of meetings and workshops;
- Construction, alteration, maintenance, lab furnishing, rental of buildings or building spaces and utilities, fax and telephone costs;
- Equipment (including IT equipment).

Please refer to Section V of the *Regolamento di Gestione del Finanziamento Seed Grant* for the Fall Seed Grant 2026 CBLC Call for more details.

Remember to click on **Save Draft** to populate the Total Budget Requested field on the Project Overview tab.

Other Financial Support

Applicants must list all additional financial resources – active/current or pending grants (including from Fondazione Telethon) in direct support of their research endeavors, including, but not limited to, research grants, cooperative agreements, contracts, and/or institutional awards. Please click on **View/Edit** to add or update Financial Support records indicating:

- Project title
- Status: Current/Pending. If current, indicate the relative period (From Date – to Date)
- Gross amount
- Currency
- Granting agency
- Brief project description
- Overlaps with this Application, if any

Remember to click on *Save Draft* to display the resume table.

Biosketch

The Applicant must complete and upload one PDF file in A4 format containing all the mandatory sections described below. Please refer to the “**Biosketch template**”, available for download from the header of the online application form. The size must not exceed 50 MB.

The Applicant’s Biosketch will be visible to Reviewers and must not exceed 5 pages, including the table at the top of the first page but excluding relevant publications. Figures, tables, or graphics are not allowed. Please ensure the following mandatory items are completed:

ID Researcher Platform and Personal Author ID – Applicants must indicate one of the Researcher Platforms and provide the corresponding personal author ID. If the Applicant does not have one, we recommend generating an ORCID ID (<http://orcid.org/>).

Education/Training – click on the **Edit** button and fill in the requested details, starting with the baccalaureate or other initial professional education. Include postdoctoral, residency, and clinical fellowship training, as applicable, listing each separately. For each entry, provide:

- the name and location of the institution;
- the degree received (if applicable);
- the month and year of the end date (or expected end date);
- the field of study (for residency entries, the field of study should reflect the area of residency training).

Personal Statement – briefly describe why the applicant is well-suited for their role(s) in the project. Relevant factors may include aspects of their training; previous experimental work on the specific topic or related topics; technical expertise; collaborators or scientific environment; past performance in the field or in related fields, including ongoing and completed research projects from the past three years that the applicant wishes to draw attention to.

Positions, Scientific Appointments, and Honors – list, in reverse chronological order, all current positions and scientific appointments, both domestic and foreign, including affiliations with foreign entities or governments. This includes titled academic, professional, or institutional appointments, whether or not remuneration is received, and whether full-time, part-time, or voluntary (including adjunct, visiting, or honorary). List any relevant academic and professional honors.

Contributions to Science – briefly describe up to five of the applicant's most significant contributions to science, regardless of whether they relate to the proposed project. Each contribution should be described in no more than one-half page, including citations. For each contribution, the applicant may cite up to four relevant publications or research products. If the applicant is not the author of the product, indicate what their role or contribution was. Note that while manuscripts that have not yet been accepted for publication may be mentioned as part of the contribution, only published papers can be cited to support each contribution. Moreover, the applicant may indicate the historical background that frames the scientific problem, the central finding(s), the influence of the finding(s) on the progress of science or the application of those finding(s) to health or technology, and their specific role in the work described.

Relevant Publications – list up to 10 publications relevant to the application.

Patents – use this box to list any patent owned or invented by the Applicant, whether relevant or not to the project.

Companies – use this box to indicate any involvement with companies (e.g. founder of or appointed by a start-up, involvement in an industrial partnership).

Please make sure to save the updated data by clicking on *Save Draft*.

Reviewers

Please click on **Add/Edit** to add or update reviewers.

Suggested Reviewers – The Applicant may suggest reviewers **not currently working in Italian Institutions** and experts in their fields of research, who could competently review the Application. Co-authors in scientific publications and/or individuals who have been associated with the Applicants within the last 5 years will not be considered suitable. Fondazione Telethon reserves the right to choose reviewers independently.

Excluded Reviewers – Should the Applicant prefer to exclude direct competitors from being chosen as reviewers, their names can be indicated here.

Click *Save* and *Save Draft* to update the suggested/excluded reviewers. This insertion will then be displayed on a dedicated table.

Declarations

Notes

Your Notes, if any (max 5,000 characters) - Use this field to provide any personal comments, clarifications, or additional information relevant to specific sections of the Application. Please clearly indicate which section you are referring to and explain why the additional information is being provided.

Supporting Documents - Attach any relevant supporting documentation. Only .pdf and .jpg files can be uploaded.

Declarations

The Applicant must certify that:

- All information included in the Application is accurate and complete;
- They are entitled and/or authorized to disclose all the information provided within the Application;
- They comply with Fondazione Telethon ETS's terms and conditions.

Application Submission

The deadline for online submission is **November 16th, 2026, at 1 pm (CEST)**.

Validation and Submission Procedure

Once the Application has been completed in all its parts, click on **Send for Signature** to initiate the submission procedure.

Please note that any incomplete sections will be displayed in a validation box at the top of the Application page: complete or correct all highlighted fields before sending for signature again.

Once validated, the Application will be sent to the Institution Signatory's email for approval (for further details, please refer to the **Contacts** section on page 12). The Application will now appear in the **Pending Signature** tab in the My Applications section.

The Institution Signatory (Approver), after accepting the *Host Institution Agreement Clauses* in the **Declarations** tab, can either **Submit** (approve) or **Send for Revisions** (reject) the proposal:

- **If the Application is rejected** by the Institution Signatory, the Applicant will receive an email notification, and the Application will be shown again in the **My Applications - In Progress** tab. Please note that, once modified, the updated version must be sent for signature again and approved by the Institution Signatory before submission.

- **If the Application is approved** by the Institution Signatory, it will be automatically shown in the **My Applications - Submitted** tab and it cannot be further modified. Should the Applicant need to make amendments before the Call deadline, please contact telethonscience@fondazionetelethon.it

APPLICANTS SHOULD ENSURE THEIR PRE-PROPOSAL IS PRE-SUBMITTED IN DUE TIME TO ALLOW THE APPROVAL AND SUBMISSION PROCEDURES TO BE COMPLETED BEFORE THE DEADLINE.

Before final submission, Applicants are invited to download the PDF version of their Application to verify all sections. In particular, check that all uploaded images are included in the PDF and are clearly legible. Please note that Applicants are responsible for the content and quality of the Application in its final version.

Fondazione Telethon ETS holds the responsibility and authority to make the final decision on the Application's completeness and eligibility.

Milan – October 14th, 2026

FONDAZIONE TELETHON ETS