

# Grants Process Overview

## July 2020

All grants are initiated to align with Foundation's Purpose, as articulated in its [Certificate of Incorporation](#) and [ByLaws](#), and its [Strategic Plan Objectives](#).

Grant applications undergo an internal and external review process prior to approval. This multi-step review includes specific subject matter experts, and in the case of large grants it also includes a rigorous external peer review process and Board review. Foundation follows principles of open science, and grantees are required to follow these as well. By following these principles, data is available for other scientists to verify and re-evaluate, if needed. The specific research projects within the grants are subject to ethical approvals where needed and follow national guidelines for research for the country in which the research is carried out.

All grant agreements bind the grantee, to the extent possible, to publish their findings and to disclose the source of funding. Our agreements provide:

“Unless prohibited by law, the Grantee shall have the freedom to publish its findings, studies and results in the form submitted to FSFW. To the extent legally possible, Grantee shall make its raw research data available for secondary analyses and review on an open-access platform. Grantee shall take all necessary measures to publicize this Grant and disclose that FSFW is the source of the Grant in any resulting publications and shall acknowledge the Grant in its internal and annual reports, and in any exchanges with the media. Any publication relating or referring to FSFW, in whatever form or by whatever means or medium, including internet, must include the following statement: ‘Produced with the help of a grant from the Foundation for a Smoke- Free World, Inc. The contents, selection and presentation of facts, as well as any opinions expressed herein are the sole responsibility of the authors and under no circumstances shall be regarded as reflecting the positions of the Foundation for a Smoke-Free World, Inc.’”

All grants funded by the Foundation use valid and scientifically rigorous study protocols designed to yield results that advance scientific or medical knowledge.

All proposals received by the Foundation are subjected to review by experts in tobacco harm reduction or other relevant experts. Proposals are evaluated for scientific and technical merit, the track-record of the potential partner, and the potential of the project to provide actionable information to further research in tobacco harm reduction or other mission focused information. Proposals that do not meet the highest standards of scientific design (e.g. proper controls, statistical power, adherence to Foundation mission) are rejected or returned with comments for potential resubmission.

Proposal and protocol details are considered based on the type of study, e.g., epidemiology, preclinical, feasibility or clinical.

Additionally, grantees are required to request review and receive approval of their protocols from an Institutional Review Board or equivalent party or for studies involving animals, an animal welfare committee, to ensure that their research adheres to appropriate research ethics.

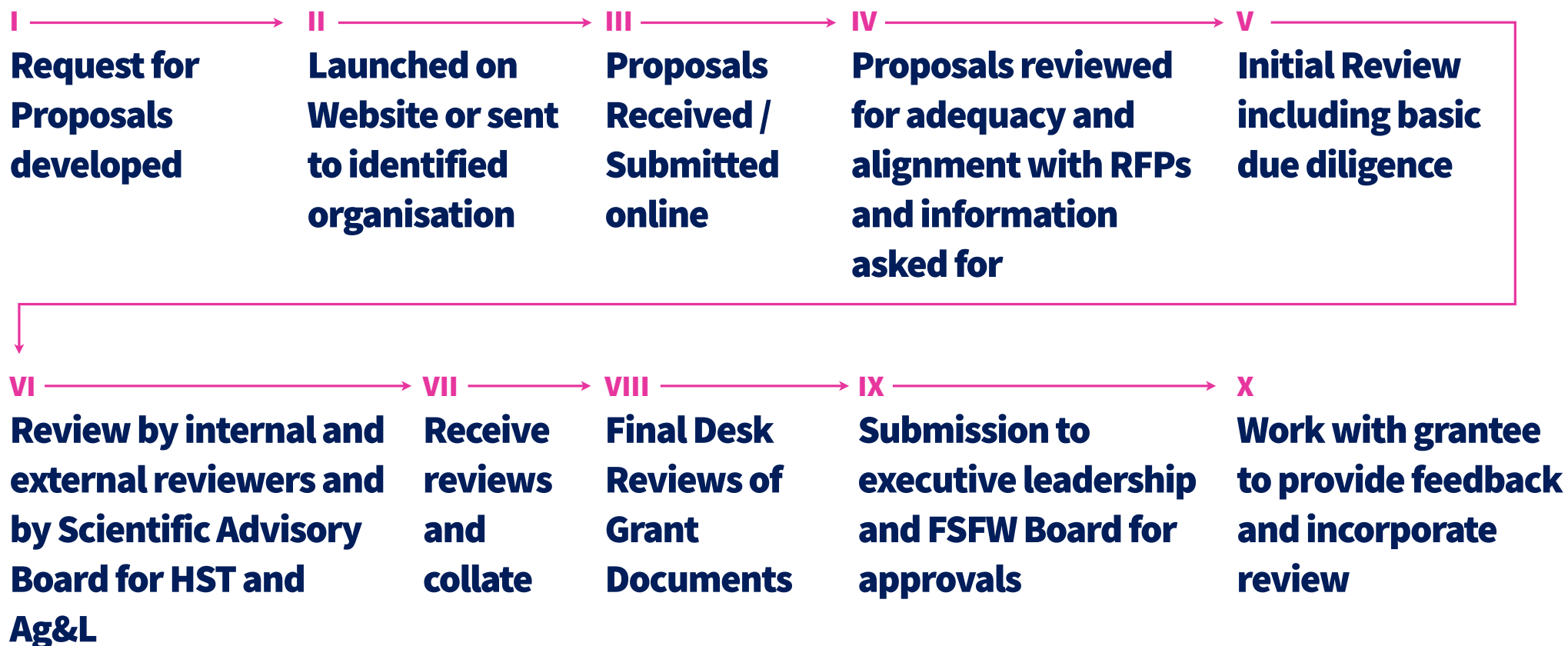
Protocols for ongoing [clinical trials](#) and [systematic reviews](#) are posted to publicly available databases or published in [peer-reviewed journals](#).

Grantees take part in monthly updates with technical staff from the Foundation to ensure that these protocols are being followed and that projects are progressing in line with the activities in their grant agreement. Foundation requires that grantees present and interpret their study results accurately.

Results are to be submitted to peer-reviewed journals regardless of outcome, and in the spirit of scientific collaboration and transparency grantees are encouraged, to the extent legally possible, make their raw research data available for secondary analyses and review on an open-access platform.

Foundation's grant agreement also requires that grantees disclose in any resulting publications that such grant recipient received a grant from the Foundation.

## GRANT MANAGEMENT AND APPROVAL PROCESS



## MAIN AREAS TO REVIEW

- I Clarity of Concept**
- II Appropriateness of proposal design and methodology**
- III Comprehensive review of current context and relevance to work proposed**
- IV Partnerships and collaboration**
- V Demonstrated organizational capacity**