Application Guidelines

Open Call 2018

NORWEGIAN **CANCER** SOCIETY

NORWEGIAN CANCER SOCIETY

CONTENTS

‘BEFORE YOU SUBMIT’ – CHECKLIST

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- ☐ Have you correctly formatted your uploads and saved them as PDFs?
- ☐ Is your budget realistic and complete?
- ☐ Has your project administrator approved your application, including your budget?

1 INTRODUCTION

1.1 PURPOSE OF THESE GUIDELINES

These guidelines explain the Open Call 2018 application -and evaluation process, with an aim to ensure quality and impartiality throughout the process.

To get your application right the first time, you will need to read these guidelines carefully. We also recommend that you familiarize yourself with the contents of the guidelines' Appendix.

1.2 ABOUT THE NORWEGIAN CANCER SOCIETY

The Norwegian Cancer Society's aim is to work to prevent and fight cancer, and to ensure the best quality of life for patients and their families. We work continuously to improve public awareness of the prevention and treatment of cancer. Through research, prevention, information, support, advice and lobbying, we fight cancer locally, nationally and globally. See our Strategy 2016-2019 for more information.

1.3 USER INVOLVEMENT IN RESEARCH

A more user-oriented cancer care is highlighted as a separate goal in the Norwegian Cancer Society´s strategy. The main premise is that user involvement positively affects the quality of health care, contributes to more relevant cancer research, and makes research more accessible.

The Norwegian Cancer Society focuses on the end users of research results. User involvement is particularly relevant for cancer-related patient- and practice-based research. This also includes basic cancer research, which has a potential long-term impact on patients and their next of kin.

We strongly encourage including users as active participants in research projects, either as consultants or collaborators. See our user involvement resource page for more information.

2 FUNDING SCHEME

The Open Call funding scheme offers flexible, long-term funding for researchers to undertake high-quality, cancer-relevant projects within a wide range of research categories; basic research, translational research, clinical research, epidemiological research, and health -and social science research.

2.1 ELIGIBILITY

To be eligible to apply for a grant through this funding scheme, you must:

- Hold a doctoral degree or other equivalent qualification
- Be associated with a Norwegian university, university college, hospital, or other institution with research as part of its activities.
- You are not eligible for this funding scheme if you received a grant from the Norwegian Cancer Society in 2016 or 2017 for a project still active in 2019.

Moreover, your research project must:

- Be cancer relevant
- Be in accordance with the research strategy of your project owner institution

2.2 WHAT IS FUNDED

You can apply for grants in the range of NOK 1 to 8 million for a project period of one to four years.

Grants can be used to fund researcher positions, postdoctoral researcher positions, technical positions, and associated running costs.

Researcher positions
For early career researchers and senior researchers with a doctoral degree and at least one completed postdoctoral period. You can apply for a researcher position for yourself and/or unnamed candidates.

Postdoctoral researcher positions
For unnamed candidates with a completed doctoral degree. Candidates must have successfully defended his/her thesis prior to employment.

Technical positions
For laboratory technicians, study nurses, statistical personnel, or others that will offer technical assistance to the research project.

Running costs
To cover general costs related to the research project, including supplies, analyses, conference fees, travel, publications costs, minor equipment, etc. Can also cover project specific services on an hourly basis.

You must apply for at least one and maximum four positions. Note that the Norwegian Cancer Society does not fund institutional overhead costs. The project owner institution must cover all institutional costs beyond what is offered.

3 THE APPLICATION PROCESS

3.1 APPLICATION

You must submit your application online using our grants management system, ApplicationWeb.[1]

The application deadline is June 1, 2018 at 13.00.

You may only submit one project application. The application, including uploads, must be completed in English.

The application is made up of five sections in which you must input/upload all your application information.[2] All uploads are mandatory unless otherwise stated.

SECTION 1 – PROJECT DESCRIPTION

In this section, you must upload your project description. In 10 pages or less, including figures and references, address the following:

- Current knowledge including important knowledge gap(s) within the field (based on systematic reviews or meta-analysis, if applicable)
- A clear description of the project's objectives (research questions, hypothesis, cancer relevance and potential impact in relation to the knowledge gaps
- Methodological approach (describe and give a rationale for selected methodologies)
- Calculation of statistical power (projects involving laboratory animals or human subjects)
- Data management plan (if applicable)
- Project plan including tentative milestones
- Dissemination and communications strategy

[1] We recommend using the web browser Google Chrome.
[2] Uploads must not exceed the requested number of pages or 10MB. Use 2.0 cm margins, spacing 1.0, and black Arial font pt. 10 (9 for references). Number all pages. Show the last name and initials of the project manager in a header or footer on all pages. Only PDF-files will be accepted.

- Ethical considerations (if applicable)
- User involvement
- Potential involvement of commercial actor(s) (if applicable)
- Project infrastructure and organization. Specification of the need for each position applied for. State clearly which activities will be conducted during the project period, who will be responsible for the various work packages, and where the actual work will be conducted. If the project manager holds a main position at another institution, describe how the project is established at the prospective project owner institution, and how the supervision of possible scientific employees will be maintained.

SECTION 2 – PROJECT ADMINISTRATION

In this section, you must input information about your *project owner institution*, your *project administrator* and yourself, the *project manager*.

The project owner institution is legally and economically responsible for fulfilling the terms and conditions of a Norwegian Cancer Society research grant. Norwegian universities, university colleges, hospitals and other institutions with research as part of their activities are eligible project owner institutions. The project owner institution is also referred to as the applicant institution, prospective grantee institution, or grantee institution.

The project administrator is an employee of the project owner institution who has the authority to commit the institution to fulfill the legal and economic obligations on the behalf of the project owner institution. The project administrator is responsible for approving the application, including the budget, prior to submission. If a grant is awarded, the administrative responsibility must be fulfilled; accepting the grant in ApplicationWeb and thereby accepting the terms and conditions described in the project contract. If applicable, prior to the transfer of funds the project administrator is responsible for submitting collaboration agreement(s) with key external partners.

The project manager is the principal investigator/scientist responsible for submitting the application in ApplicationWeb, ensuring scientific progression and project completion as well as submitting requested reports. The project manager is also referred to as the applicant.

In completing this section, you must upload the following:

- A four-page CV. We strongly encourage you to use the provided CV template (see Appendix).
- A list of relevant publications going back seven years (excluding maternity/paternity leave, sick leave, military leave etc.). In the case of shared authorships, the authors' names must appear in the same order as in the original article. Original scientific articles must be clearly separated from other publications such as reviews, books/parts of books, and popular scientific articles. Publications that are "in-press" may be included.

For applicants who are initiating their careers as independent researchers, we strongly recommend uploading a recommendation letter. The letter should, in no more than one page, describe your scientific qualifications and potential for leading a prospective research group.

In this section, you must also submit information about other researchers who will be involved in your research project, your *project partners*. We further distinguish between *key project partners* and *key external project partners*. Key partners are internal and external group leaders and/or other key personnel with expertise required for the success of the project. Key external partners are the institutions, companies and businesses which are central, obligatory participants in the project with professional and/or economic resources.

When specifying the roles of your project partners, note that:

- You must upload a signed collaboration statement from all your project partners.
- From all your key project partners, you must also upload a four-page CV and five-page publication list describing the last five years.

- Additionally, if your application is successful, we will require collaboration agreements, regulating reciprocal rights and obligations, between your institution and the institutions of all those listed as key external project partners in your application.

SECTION 3 – PROJECT DURATION AND BUDGET

In this section, you must enter the estimated start and end dates for your research project, a total project budget, and specify current and/or expected funding to your research project and yourself.

We require a total project budget in whole NOK, rounded up to the nearest thousand. On the revenue side, enter funding from the Norwegian Cancer Society, own financing and contributions from other research funders (current and/or expected). On the expense side, enter the project's total payroll costs for researcher positions and technical positions, as well as running cost and other costs.

Specify in the appropriate table and text fields the expenses for which you seek funding from the Norwegian Cancer Society. If you apply for a part-time position (minimum 50% for one full year), you must specify why in the project description.

Note that applicants must use the project owner institution's own payroll cost rates (including salary, social security tax and social benefits). Some projects may require specific expertise that entails higher payroll costs. If this applies to your research project, you must specify why in your application. Consult with your project administrator if you have questions concerning your institution's payroll cost rates.

The project administrator must approve the budget prior to submission of the application. An unrealistic or incomplete budget will affect the assessment of the proposal.

SECTION 4 – PROJECT INFORMATION

In this section, you must input a series of information about your research project. Here you select the peer review committee to evaluate your application (see description in 3.3 Evaluation), provide information about the theme of your research project, and enter a Norwegian title and summary of your project.

In the project summary, you must describe the background, objective, methodology, and impact of your research project. You must also describe how you will implement user involvement in your research project. You must define who the users are and how they will be involved in the project. If you believe that user involvement is not relevant to your project, you must justify why it is not relevant. This applies to all projects regardless of research category.

You must also enter information about your research project's clinical data. For projects that require approval from the Regional Committees for Medical and Health Research Ethics (REC) and/or the Norwegian Centre for Research Data (NSD), you must upload REC and/or NSD documentation, and/or a protocol synopsis.

In this section, you must also describe the innovation potential of your research project.

SECTION 5 – STATEMENT OF ACKNOWLEDGEMENT

Before submitting your proposal, you must confirm that the project administrator, on behalf of the project owner institution, approves your application.

3.2 SUBMISSION

When you submit your application, you will receive a confirmation email. Prior to the application deadline, you may re-open, modify, and re-submit your application as many times as you want. You will receive a confirmation email each time you re-submit your application.

3.3 EVALUATION

SCIENTIFIC EVALUATION

Applications are distributed, as they are received, to the peer review committee selected by the applicant. By exception, applications may be assessed by the alternative peer review committee indicated by the applicant. In such cases, the project manager will be informed.

The Norwegian Cancer Society Open Call has five peer review committees, each made up of five to six appropriately qualified experts associated with universities and hospitals throughout Northern Europe.

Peer Review Committee 1: Basic research 1
Studies with primary emphasis on cell biology (growth control, cellular signaling and communication, differentiation, migration and invasion), where the processes or mechanisms are relevant to cancer development.

Peer Review Committee 2: Basic research 2
Studies related to development and progression of cancer (for example immunology, tumor physiology, and extracellular environment).

Peer Review Committee 3: Translational research
Studies involving both basal and clinical methods or materials, aimed at improved diagnostics and new therapeutic principles.

Peer Review Committee 4: Clinical research
Studies involving clinical methods, including experimental medicine and clinical studies, for example clinical intervention studies and/or studies of medical methods or equipment.

Peer Review Committee 5: Epidemiological, health, and social science cancer research
Population based studies or studies using large sample sets, including large studies of genetic (or other) markers. Studies of aetiology and/or life style factors relating to cancer development. Studies of factors relevant to patient health. Qualitative studies focusing on health care service quality including psychosocial health care and service user involvement, and interaction between health care services. Studies within primary cancer prevention and/or screening. Studies within health statistics and health economics.

The peer review committees evaluate research proposals from a scientific point of view using a set of predefined assessment criteria, outlined in Table 1.

All committee members conduct an individual evaluation of each research proposal in their respective peer review committees. Two committee members conduct an in-depth evaluation. They give a grade for each assessment criterion, an overall grade, and write an evaluation text. The remaining committee members perform a general assessment and give an overall grade.

The committee members' individual project assessments provide the basis for each peer review committee meeting, in which the committee members discuss each project proposal. The committee gives a grade for each assessment criteria 2 to 5 according to the grading scale in table 2, an overall grade in which criteria 2 and 3 carry double weight, and writes an evaluation text.

Each peer review committee presents its list of nominations, including a ranking of projects, grades, and evaluation texts, along with suggested funding, to the board of the Norwegian Cancer Society.

Table 1.

1 Cancer relevance	*Is the proposed project relevant for cancer patients (short/ long term)?* An assessment of direct or indirect relevance to cancer biology, prevention, diagnosis, treatment or management of cancer, and/or relevance to patient care and health services. (Scored yes/no)
2 Scientific quality	*Application quality.* Presentation of scientific background, objectives and content (research proposal/hypothesis) of the project. *Originality.* Does the project contribute to significant theoretical and/or methodological advances and/or development of new scientific knowledge and practices in the field? *Methodological approach.* Relevance of the proposed methods to answer the hypotheses and scientific questions, including the breadth of methodological approaches, level of effort. *Innovation potential.* The potential for developing new innovative products and services.
3 Qualifications of the project manager and project group	*How qualified is the project manager and the project team (including collaborators) to conduct the proposed project?* An assessment of: · the project manager's expertise and experience within the field of research · the project manager's relevant publication record · the degree to which the project manager and project group are part of a research environment that has the competence and required resources needed to ensure the success of the project · the project manager experience as a project manager and/or supervisor · are the co-partners relevant to the project? · the project manager's independence as a researcher (published work, mobility) · Interdisciplinary collaboration will be positively weighted, when relevant · international cooperation will be positively weighted, when relevant
4 Feasibility	*To what extent is the project plan and resource requirements adapted to the tasks of the project?* An assessment of: · the likelihood of drawing reliable conclusions from expected results and selected method(s) · current pilot data · is the budget realistic and sensible?
5 Impact	*To what extent will the research results contribute to new knowledge and/or respond to an identified knowledge gap that may have a potential impact on prevention and/or treatment of cancer patients (short or long term)?* The impact of the project may be assessed from the perspective of both patient, services and society. An assessment of: · relevant user involvement · assessment of the dissemination and communication plan of the project/results

Table 2.

7 Outstanding	Research of internationally high standard of high interest; most likely to be published in top international journals; internationally highly recognized scientists
6 Excellent	Research of internationally high standard of great interest; expected that the research can be published in high impact international journals; leading scientists in Norway
5 Very good	Research of international standard, research of interest; expected that the research will be published in high impact journals; scientists with a very good reputation
4 Good	Research of acceptable, international standard, expected that the research will be published in well-known specialized journals; scientists with a good reputation
3 Fairly good	Research of fair international standard which is of minor interest
2 Weak	Research of fair/low standard that is of very little interest
1 Poor	Inadequate projects without interest or significance, or projects that are too poorly described to be evaluated

USER EVALUATION

In line with the overall goals of the Norwegian Cancer Society, user representation is implemented as part of the assessment process to increase the impact and relevance (short -and long term) of the funded research projects.

User representatives review all research proposals sent to the Norwegian Cancer Society. Two user representatives are appointed for each peer review committee. All user representatives conduct an individual evaluation of each research proposal in their respective peer review committees. One user representative conducts an in-depth assessment, the other a general assessment. The project manager's structured summary of his/her research proposal forms the basis for the user representatives' assessment.

The user representatives' task is to assess *whether* user involvement is relevant to the project, and if so, to *what degree* it is adequately secured. The user representatives rank the proposals according to given criteria by using a grading scale from 1 to 7, presented in Table 3.

Table 3.

7	Users are involved from the design phase, and they are members of a permanent user advisory group with regular meetings
6	Users are members of a permanent user advisory group with regular meetings
5	The research group has started to formalize user involvement with concrete ideas and plans for the project
4	There are concrete plans for user involvement or a formalized involvement of a user advisory group
3	Plans for user involvement are insufficient, or there is some, but inadequate contact with a user organization
2	Vague intentions for user involvement for future studies, or a misinterpretation of user involvement
1	There is no plan for user involvement

The user representatives' individual project assessments provide the basis for their joint recommendation to the peer review committees. The user representatives' recommendation must include an overall grade and evaluation text for each research proposal.

The user representatives present their assessments to their respective peer review committee, with emphasis on the highest ranked proposals. The peer review committee takes the user assessments into consideration in their final ranking of proposals. In the case of two equally scored projects, the peer review committee is encouraged to prioritize projects with the higher user score.

3.4 DECISION

According to the statutes of the Norwegian Cancer Society Article 3-7, the board is the Norwegian Cancer Society's appropriating body. The board makes its final decision based on the peer review committees' ranking lists.

The board can award additional funds to projects that are highly relevant to the Norwegian Cancer Society's strategic goals, given that the peer review committees consider the projects fundable (overall grade of 4.5 or higher).

3.5 FEEDBACK

You will be notified of the outcome of your application by email in late October 2018. The decision email will include the individual assessment criteria grades, the overall grade, and the peer review committee's evaluation text.

Successful applicants and their project administrators will receive an email with further details regarding the terms and conditions for research grants. The project administrators are responsible for formally accepting grants.

3.6 IMPARTIALITY

According to the statutes of the Norwegian Cancer Society § 10-5 regarding impartiality, the following applies.

A person who has an honorary post in the Norwegian Cancer Society cannot take part in processes or decision-making that may affect himself directly, or his relatives, and the person concerned may have pronounced personal or economic interests in the case.

Committee members and user representatives are obligated to report any relationship they have with applicants or fellowship candidates. Any partiality and non-participation is recorded and presented to the board of the Norwegian Cancer Society.

Committee members and user representatives are automatically disqualified from evaluating research proposals if they themselves, family members, or other near relations are partners in the project or if they have a professional collaboration with the applicant or any of the key partners.

Other possible grounds for declaring conflicts of interest include the following:

- the committee member or user representative has published together with persons participating in the project
- the committee member or user representative has professional or personal conflicts with persons participating in the project
- the committee member or user representative has been supervising someone participating in the project
- the committee member or user representative is a party in another case that is in direct competition with the proposal

Committee members and user representatives may claim partiality on the grounds of personal reasons. This must be respected even if it is not evident that such partiality exists.

Neither committee members nor user representatives are permitted to contact applicants concerning their submitted proposals during the evaluation process.

In cases where a user representative declares partiality, a deputy representative is assigned.

3.7 CONFIDENTIALITY

All members of the peer review committees and the user representatives must sign a confidentiality agreement. The committee members and user representatives have a legal duty neither to disclose any sensitive information acquired during the evaluation process, nor reveal the results of the evaluation process.

4 GRANT TERMS AND CONDITIONS

The terms and conditions for research grants are specified in the contract template (see Appendix).

5 CONTACT DETAILS

For questions, please contact us at forskningsadministrasjon@kreftforeningen.no.

Regarding the call
Elisabeth Støve, mobile: 954 51 071
Line Mariann Grønning-Wang, mobile: 465 04 308

Regarding user involvement in research projects
Janina Lassila, mobile: 900 32 397

Technical support
Mustafa Waleed Saleh, mobile: 980 79 426

6 RECOMMENDED LINKS

- The Norwegian Cancer Society's Strategy 2016-2019
- The Norwegian Cancer Society's user involvement resource page

7 APPENDIX

7.1 CALL ANNOUNCEMENT

CALL ANNOUNCEMENT
OPEN CALL 2018

Key information

Application deadline	June 1, 2018 at 13.00
Committee review	August/September 2018
Decision	October 2018
Funding period	1 to 4 years
Funding amount	NOK 1 to 8 million

Scientific remit

The Norwegian Cancer Society's aim is to work to prevent and fight cancer, and to ensure the best quality of life for patients and their families. We work continuously to improve public awareness of the prevention and treatment of cancer. Through research, prevention, information, support, advice and lobbying, we fight cancer locally, nationally and globally. See the Norwegian Cancer Society's strategy for more information.

This funding scheme offers flexible, long-term funding for researchers to undertake high-quality, cancer-relevant projects within a wide range of research categories; basic research, translational research, clinical research, epidemiological research, and health -and social science research.

Eligibility

You must:

- Hold a doctoral degree or other equivalent qualification
- Be associated with a Norwegian university, university college, hospital, or other institution with research as part of its activities.

You are not eligible for this funding scheme if you have received a grant from the Norwegian Cancer Society in 2016 or 2017 for a project still active in 2019.

What is funded

- Researchers
- Postdoctoral researchers
- Technical staff
- Associated running costs

The Norwegian Cancer Society does not fund institutional overhead costs, and the project owner institution must cover all institutional costs beyond what is offered.

Before you begin your application

Please ensure you read:

- Application Guidelines Open Call 2018

Recommended links:

- The Norwegian Cancer Society's Strategy 2016-2019
- The Norwegian Cancer Society's user involvement resource page

Contact details

For questions, please contact us at forskningsadministrasjon@kreftforeningen.no

Regarding the call

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7.2 CV TEMPLATE

(download word-file)

CURRICULUM VITAE WITH TRACK RECORD

PLEASE NOTE:

*All items marked with * must be completed.*

The template is based on the CV and track record used in ERC and the Research Council of Norway. The maximum page limit is 4 pages.

Please use the following font and alignment instructions: Arial 10 (9 for references), standard margins and single spacing. The CV must be uploaded as a PDF-document.

ROLE IN PROJECT

Project manager ☐ Collaborator ☐

PERSONAL INFORMATION

*Family name, First name:

*Date of birth: *dd.mm.yyyy*

*Sex:

*Nationality:

Researcher unique identifier(s) (ORCID, Researcher ID, etc.):

URL for personal web site:

***EDUCATION**

yyyy PhD:
Name of Faculty/Department, Name of University/Institution, Country

yyyy Master
Name of Faculty/Department, Name of University/Institution, Country

***CURRENT AND PREVIOUS POSITIONS**

yyyy-yyyy Current Position
Name of Faculty/Department, Name of University/Institution/Country

yyyy-yyyy Previous position held
Name of Faculty/Department, Name of University/Institution/Country

FELLOWSHIPS AND AWARDS (if applicable)

yyyy-yyyy Name of Faculty/Department/Centre, Name of University/Institution/Country

yyyy Award received from Name of Institution/Country

yyyy-yyyy Scholarship, Name of Faculty/Department/Centre, Name of University/Institution/Country

MOBILITY (*research stays abroad lasting more than three months*) **(if applicable)**

yyyy-yyyy Name of Faculty/Department/Centre, Name of University/Institution/Country
Award received from Name of Institution/Country

SUPERVISION OF GRADUATE STUDENTS AND RESEARCH FELLOWS (if applicable)

yyyy-yyyy Number of Postdocs/PhD/Master Students
Name of Faculty/Department/Centre, Name of University/Institution/Country

TEACHING ACTIVITIES (if applicable)
yyyy-yyyy Teaching position – Topic, Name of University/Institution/Country

ORGANISATION OF SCIENTIFIC MEETINGS (if applicable)
yyyy Please specify your role and name of event/number of participants/Country

INSTITUTIONAL RESPONSIBILITIES (if applicable)
yyyy-yyyy Member of a Committee/Graduate Student Advisor etc.
Name of University/Institution/Country

COMMISSIONS OF TRUST (if applicable)
yyyy-yyyy Scientific Advisory Board/Review Board/Review panel member/Editorial Board/Scientific Advisory Board/ Reviewer/Scientific Evaluation/etc.
Name of University/Institution/Country

MEMBERSHIPS OF SCIENTIFIC SOCIETIES (if applicable)
yyyy-yyyy Member, research network etc.

MAJOR COLLABORATIONS (if applicable)
Name of collaborators, Topic, Name of Faculty/Department/Centre, Name of University/Institution/Country

CAREER BREAKS (if applicable)
Exact dates Please indicate the reason and duration in months.

Track record

In the track record, please list:

1. The total number of publications during the career (*For early Career scientists: list also peer reviewed conference proceedings etc.)*
2. List up to ten publications, from the last ten years, in major international peer-reviewed multi-disciplinary scientific journals and/or in the leading international peer-reviewed journals, peer-reviewed conferences proceedings and/or monographs of their respective research fields (*For early Career scientists: highlighting those without the presence as co-author of their PhD supervisor.* Indicating for each paper the number of citations (excluding self- citations) they have attracted (if applicable)
3. Research monographs and any translations thereof (if applicable)
4. Granted patent(s) (if applicable)
5. Invited presentations to peer-reviewed, internationally established conferences and/or international advanced schools (if applicable)
6. Organisation of international conferences in the field of the applicant (membership in the steering and/or organising committee) (if applicable)
7. Prizes/ Awards/ Academy memberships (if applicable)
8. Major contributions to the early careers of excellent researchers (if applicable)

7.3 MANDATE FOR USER REPRESENTATIVES

MANDATE FOR USER REPRESENTATIVES OPEN CALL 2018

This mandate applies to user representatives participating in the assessment of research projects being proposed for funding from the Norwegian Cancer Society.

Introduction

A more user-oriented cancer care is highlighted as a separate goal in the Norwegian Cancer Society´s strategy for the period 2016-2019, the main premise being that user involvement positively affects the quality of health care and contributes to research that is more relevant. The purpose of user involvement is to make cancer research more relevant and accessible through user competence and experience.

The Norwegian Cancer Society has included user involvement in the assessment of research proposals. Applicants should describe how user involvement is ensured in the project. If the applicants believe that user involvement is not relevant in their project, this must be justified in the application. This applies to all projects regardless of research category.

Definitions and concepts

Users in research

The Norwegian Cancer Society focuses on the end users of the research results, typically defined as cancer patients and their next of kin. The public, health care personnel, as well as decision-makers at various levels within the health care services, may also be considered as users in the particular context of a research project. The applicants must define who the users are and in what way they are to be involved in the project.

User involvement in research

User involvement in research means to involve end users and other relevant groups who will benefit from the results of the research work. User representatives review all research proposals sent to the Norwegian Cancer Society.

User involvement is particularly relevant for cancer-related patient- and practice-based research, i.e. health service delivery as well as clinical research such as clinical studies and registry studies. This includes basic cancer research as it has a long-term potential impact on patients and their next of kin.

User involvement in different phases of research projects

The Norwegian Cancer Society considers that genuine user involvement requires the users to be involved as early as possible in the research process and, where relevant, in all phases of the project, from planning and execution to implementation of results.

Depth of user involvement

It is recommended that users participate actively in research projects either as consultants or as collaborators. The latter may imply a more active user involvement.

In the role as *consultants*, the users are given the opportunity to contribute to the planning of the research project and/or to be part of the advisory board or reference group of the research project. As consultants, users help to highlight and prioritize research fields and themes, as well as identify research gaps.

In the role as *collaborators*, users are typically members of a research project's steering group or similar. As collaborators, users may contribute by preparing questionnaires and interview guides, recruiting informants, collecting and interpreting data, as well disseminating information to other users.

Role of user representatives

Based on a structured summary of the research applications, the user representatives are to assess whether user involvement is relevant to the research project, and if so, to what degree user involvement is included.

The user representatives have a special responsibility for ensuring that the research is in line with the preferences, values and needs of cancer patients and their next of kin. It is required that the user representatives are conscious of their role as users, and that they are able to assess applications without being biased towards themselves or their cancer diagnosis.

Organization and work mode

- The user representatives receive training and follow-up prior to the assessment process
- Proposals submitted in response to the Norwegian Cancer Society's Open Call 2018 are distributed between five peer review committees within basic research (committees 1 and 2), translational research (3), clinical research (4), and epidemiology and health services research (5).
- Two user representatives are appointed to each of the five peer review committees, as well as six deputies who will step in as substitutes in the case of partiality or illness, i.e. a total of 16 user representatives.
- Both user representatives assess all proposals belonging to his/her peer review committee. For each proposal, one of the user representatives is given the main responsibility for assessing the proposal.
- Rank the proposals according to given criteria by using a grading scale from 1-7.[3]
- The user representatives deliver a written assessment of each proposal.
- Agenda for the scientific committee meetings:
  1. Introduction from the administration
  2. The user representatives present their assessments to the peer review committee.
  3. The peer review committees complete their assessment of all proposals.

Based on the assessments of the peer review committee and the user representatives, the peer review committee agrees on a ranked list of eligible projects. In the overall assessment, projects considered to have a good plan for active user involvement should be prioritized. The board finally makes a decision on allocation based on the recommendations of the peer review committee.

Other prerequisites

- User representatives cannot be applicants to the Norwegian Cancer Society´s Open Call.
- User representatives must sign a confidentiality agreement and indicate their impartiality in the same way, as do peer review committee members.
- User representatives must have a good command of English and adequate computer skills to conduct the assessments in the online portal.
- There is no weighting between the peer review committee evaluations and the user assessments. In case of doubts about which project to rank highest, the peer review committee is encouraged to prioritize projects with a higher level of user involvement.

[3] **Description of grading scale (1-7)**
7 Users are involved from the design phase, and they are members of a permanent user advisory group with regular meetings
6 Users are members of a permanent user advisory group with regular meetings
5 The research group has started to formalize user involvement with concrete ideas and plans for the project
4 There are concrete plans for user involvement or a formalized involvement of a user advisory group
3 Plans for user involvement are insufficient, or there is some, but inadequate contact with a user organization
2 Vague intentions for user involvement for future studies, or a misinterpretation of user involvement
1 There is no plan for user involvement

7.4 CONTRACT TEMPLATE

(available in Norwegian only)

MAL FOR PROSJEKTKONTRAKT
KREFTFORENINGENS ÅPNE UTLYSNING 2018

${Dato}

PROSJEKTKONTRAKT NR. ${*søknadsID*}-${*år*}
for prosjektet
${prosjekt tittel}
mellom
Kreftforeningen
og
${*ansvarlig institusjon*}

1. Prosjektinformasjon

SøknadsID: ${*søknadsID*}

Prosjekttittel: ${*prosjekttittel*}

Ansvarlig søkerinstitusjon: ${*ansvarlig institusjon*}

Administrativt ansvarlig for søknaden ved ${*ansvarlig institusjon*}**:**

${*fullt navn, administrativt ansvarlig*}

Prosjektleder: ${*fullt navn, prosjektleder*}

Utlysning: Kreftforeningens åpne utlysning 2018

Behandlet i faggruppe: ${*faggruppe*}

Populærvitenskapelig fremstilling:

$ {Populærvitenskapelig fremstilling}

2. Innvilget søknad

${*søknadsID og tittel*}

3. Økonomisk ramme, prosjektperiode og utbetaling

Prosjektet ${*prosjekttittel*} er innvilget kr ${*beløp*} for perioden ${*år-måned-dag*} til ${*år-måned-dag*}. Prosjektstart kan forskyves til ${*dato*}, ved senere prosjektstart må det søkes Kreftforeningen. Tildelingen inkluderer mva. og andre avgifter som påløper i prosjektperioden som feriepenger, arbeidsgiveravgift og pensjonsordning.

Arbeidsgiveransvaret ligger hos den prosjektansvarlige institusjon som også forestår utbetaling av driftsmidler og lønn.

Utbetaling

Bevilget beløp utbetales som hovedregel kvartalsvis i prosjektperioden. Utbetalingen forutsetter at obligatoriske godkjenninger (REK, NSD), samarbeidsavtale(r) og erklæring om at dobbelfinansiering

ikke finner sted, er signert og sendt inn. I de tilfeller der det er aktuelt, må også revidert prosjektbeskrivelse med godkjent budsjett være sendt inn.

Utbetalingen kan stanses dersom Kreftforeningen finner at gjennomføringen av prosjektet avviker vesentlig fra kontrakten eller er nødvendig av andre grunner.

4. Definisjoner

Prosjektansvarlig institusjon
Prosjektansvarlig institusjon er **søker** og er med det juridisk og økonomisk ansvarlig for at vilkårene knyttet til en eventuell bevilgning blir oppfylt. Prosjektansvarlig institusjon er ansvarlig for at prosjektet gjennomføres i henhold til kontrakt. Prosjektansvarlig institusjon kan være norske universiteter, høgskoler, forskningsinstitutter, helseforetak og andre offentlige institusjoner med forskning som del av virksomheten.

Administrativt ansvarlig
Administrativt ansvarlig er en ansatt ved prosjektansvarlig institusjon med fullmakt til å representere og forplikte institusjonen juridisk og økonomisk overfor Kreftforeningen. Administrativt ansvarlig skal godkjenne søknaden, herunder budsjett, før innsending. Administrativt ansvarlig skal også akseptere eventuell bevilgning, inngå prosjektkontrakt og sende inn samarbeidsavtaler.

Prosjektleder
Prosjektleder skal på vegne av prosjektansvarlig institusjon ivareta den faglige fremdriften og gjennomføringen av prosjektet samt rapportering. Vedkommende er ansvarlig for innsending av elektronisk søknad via Kreftforeningens søknadsportal.

Samarbeidspartner
Institusjoner, bedrifter og virksomheter som er sentrale, forpliktende deltakere i prosjektet (key external partners) med faglige og/eller økonomiske ressurser.

5. Forutsetninger og forpliktelser ved aksept av midler fra Kreftforeningen

Ved aksept av bevilgning gjennom Kreftforeningens elektroniske søknadsportal har administrativt ansvarlig vedstått at prosjektansvarlig institusjon aksepterer de vilkår som fremgår i denne prosjektkontrakten samt innholdet i dokumentene *Application Guidelines Open Call 2018* og *Kreftforeningens etiske retningslinjer*.

Bevilgningen er gitt under forutsetning av at prosjekteier eller prosjektleder de 10 siste årene ikke har mottatt eller forventer å motta støtte fra tobakksindustrien. Dette inkluderer virksomheter, konserner o.l. hvis produksjon eller omsetning i betydelig omfang omfatter løpende inntekter fra produksjon og/eller salg av klart kreftfremkallende stoffer som tobakk.

Ved eventuell motstrid mellom denne prosjektkontrakten og Kreftforeningens retningslinjer, samarbeidsavtaler mellom prosjektansvarlig institusjon og Kreftforeningen eller den engelske versjonen av prosjektkontrakten, skal dette dokumentet gå foran.

Prosjektgjennomføring
Prosjektet skal gjennomføres i henhold til prosjektbeskrivelsen og eventuelle andre avtaler som er inngått mellom partene, herunder utbetalingsplan. Midlene kan kun brukes til de formål som er anført i søknaden.

Kreftforeningen kompenserer ikke for eventuelle merkostnader som følge av permisjoner.

Generelle forutsetninger og forpliktelser ved bevilgning
Prosjektansvarlig institusjon skal følge gjeldende lover og forskrifter, annen offentlig regulering, etiske retningslinjer, samt anerkjente kvalitetsstandarder og normer for god forskningsskikk.

Prosjektansvarlig institusjon skal sikre at alle som utfører arbeid i prosjektet, respekterer rettigheter og forpliktelser som følger av kontrakten.

Kreftforeningen kan av ansvarlig institusjon kreve innsyn i regnskap, herunder fullstendig dokumentasjon, som viser anvendelsen av tildelte midler fra Kreftforeningen.

Avvikshåndtering
Prosjektansvarlig institusjon skal uten ugrunnet opphold rapportere skriftlig til Kreftforeningen om vesentlige avvik fra prosjektbeskrivelsen. Kreftforeningen skal vurdere avviksrapporteringen og gi skriftlig tilbakemelding på utfallet.

Dersom midlene ikke har blitt brukt i henhold til prosjektbeskrivelse og kontrakt, kan tilbakebetaling kreves.

Dobbelfinansiering
Dersom prosjektleder får tilbud om midler for gjennomføring av hele eller deler av samme prosjekt, i samme tidsrom, plikter prosjektansvarlig institusjon å melde fra til Kreftforeningen med redegjørelse for hvordan de totale prosjektkostnadene fordeler seg på de ulike finansieringskildene. Kreftforeningen kan kreve at prosjektansvarlig institusjon sier fra seg hele eller deler av Kreftforeningens bevilgning.

Gjenstående midler
Dersom det mot prosjektperiodens slutt er lønns- eller driftsmidler til overs skal prosjektansvarlig institusjon gå i dialog med Kreftforeningen om eventuell omdisponering av disse midlene. Kreftforeningen kan kreve tilbakebetaling av gjenstående midler.

Karantene
Ved aksept av bevilgning godtas det at prosjektleder først kan søke nye bevilgninger fra Kreftforeningen i siste år av denne avtalens prosjektperiode.

6. Prosjekter med samarbeidspartnere
Prosjektansvarlig institusjon er ansvarlig for at samarbeidspartnerne til enhver tid er kjent med alle relevante deler av kontrakten.

Eventuelle endringer av samarbeidspartnere i prosjektet skal godkjennes av Kreftforeningen.

Samarbeidsavtaler
Prosjektansvarlig institusjon plikter å inngå samarbeidsavtaler med prosjektpartnere (key external partners) som regulerer partenes gjensidige rettigheter og plikter. Slike samarbeidsavtaler skal foreligge før utbetaling av midler fra Kreftforeningen.

Prosjektansvarlig institusjon er ansvarlig for at samarbeidsavtalene samsvarer med vilkår definert i kontrakten.

7. Rapportering
En rapport om oppnådde resultater og avvik fra opprinnelig søknad skal sendes inn av prosjektleder en gang i året. Ved vesentlig avvik, se punkt 5.

I framdriftsrapporten skal prosjektleder gi opplysninger om status for prosjektet, ansatte i prosjektet, vitenskapelige publikasjoner, om gjennomføring av aktiviteter i henhold til framdriftsplanen og budsjett, samt redegjøre for eventuelle avvik og konsekvensene av dem.

Ved prosjektslutt skal prosjektleder sende inn sluttrapport som oppsummerer resultater fra hele prosjektperioden. Kreftforeningen skal godkjenne sluttrapporten og kan, ved behov, sende anmodning om en oppfølgingsrapport.

Sluttrapporten skal inneholde et populærvitenskapelig sammendrag. Dersom den populærvitenskapelige fremstillingen ikke er tilstrekkelig i form og innhold, kan Kreftforeningen be om at denne utformes på nytt.

Rapportene initieres av Kreftforeningen og skal besvares via Kreftforeningens søknadsportal innen gitt tidsfrist.

Godkjent framdriftsrapport er en forutsetning for videre utbetaling av bevilgning. Manglende rapportering kan også få følger for eventuelle nye prosjekter som søkes hos Kreftforeningen.

Brudd på forpliktelser som gjelder rapportering kan betraktes som vesentlig mislighold som gir Kreftforeningen grunnlag for å heve kontrakten.

Prosjektansvarlig institusjon skal fortløpende informere Kreftforeningen om forskningsresultater i forbindelse med prosjektet som har en karakter av å ha et kommersialiseringspotensiale.

8. Immaterielle rettigheter, eiendomsrett, utnyttelse m.v.

Prosjektansvarlig institusjon og eventuelle samarbeidspartnere skal sikre seg rettighetene til kommersiell utnyttelse av prosjektresultater, og skal om nødvendig inngå avtaler med eiere, ansatte (herunder de med flere ansettelsesforhold), underleverandører og andre for å oppnå dette.

Slik rettighetssikring medfører ingen begrensning i beskyttelsen av opphavsmannens ideelle interesser etter åndsverkloven, og er ikke til hinder for at det kan avtales vederlagsordninger for opphavsmenn tilsvarende de som gjelder for ansattes patenterbare oppfinnelser i samsvar med lov om retten til oppfinnelser som er gjort av arbeidstakere.

Et overordnet mål er at forskningsmidlene fra Kreftforeningen skal komme kreftsaken best mulig til gode. Dette kan skje både gjennom kommersiell utnyttelse og ved publisering og andre former for spredning av forskningsresultatene.

Partene er enige om at 1/3 av nettoinntektene fra eventuell kommersialisering som hovedregel tildeles det instituttet/forskningsmiljøet ved ${ansvarlig institusjon} som har utviklet ideen i tråd med ${ansvarlig institusjon}s retningslinjer. Inntekter fra kommersialiserbare ideer som fremkommer i forlengelse av forskningsmidler fra Kreftforeningen, vil på dette viset gå til videre kreftforskning.

Beskyttelse
Prosjektansvarlig institusjon og eventuelle samarbeidspartnere skal vurdere behovet for beskyttelse av prosjektresultater som kan ha forretningsmessig verdi og, når behovet tilsier det, beskytte disse. Dersom lovgivningen krever at rettighetene må registreres for å oppnå beskyttelse, skal prosjektansvarlig institusjon påse at slik registrering foretas.

Informasjon til Technology Transfer Office (TTO)
Kreftforeningen ønsker at resultatene av forskning kommer pasientene til gode. Kreftforeningen har derfor rett til å videreformidle kontaktinfo og presentere innvilget prosjekt til TTO ved tilhørende prosjektansvarlig institusjon, for å legge til rette for økt samarbeid mellom aktørene.

9. Offentliggjøring og kreditering

Kreftforeningen kan bevilge forskningsmidler til norske kreftforskere takket være gaver fra den norske befolkning. Giverne har tillit til at pengene forvaltes på en god og forsvarlig måte. Det er derfor viktig at Kreftforeningen kan dokumentere hvordan midlene anvendes, og dermed sikre befolkningen mest mulig kunnskap om hvordan de innsamlede midlene forvaltes. På bakgrunn av dette forventer vi at prosjektansvarlig institusjon og prosjektleder etterkommer følgende:

- Prosjektansvarlig institusjon og prosjektleder skal sammen bidra til at Kreftforeningens innsats synliggjøres for allmennheten, brukere og relevante faginstanser. Kreftforeningen skal tydeliggjøres som finansiør ved at forskningsprosjektet omtales og profileres med Kreftforeningens navn, f.eks. ved bruk av betegnelsen «Norwegian Cancer Society Research Group» eller «Kreftforeningens kompetansemiljø for …», bl.a. i forbindelse med skilting, på websider, i rapporter og annet informasjonsmateriell. Dette skal skje i dialog med Kreftforeningen, og Kreftforeningen er behjelpelig med å skaffe nødvendig materiell.
- Kreftforeningen skal krediteres som finansieringskilde i alle publikasjoner som er direkte knyttet til prosjektet.

- Kreftforeningens logo skal brukes i presentasjoner, posters, publikasjoner, på nettsider, årsrapporter, kursmateriell o.l.
- Når prosjektansvarlig institusjon eller prosjektleder uttaler seg om prosjektet i media, skal Kreftforeningen krediteres som finansieringskilde.
- Prosjektansvarlig institusjon og prosjektleder skal vederlagsfritt og så langt som mulig bidra til formidling av forskningsresultater.

Kreftforeningen har rett til å offentliggjøre navn på prosjektansvarlig institusjon, prosjektleder, prosjekttittel, prosjektets varighet, prosjektsammendraget, populærvitenskapelig fremstilling og sitt finansieringsbidrag. Dersom den populærvitenskapelige fremstillingen som ble innlevert med søknaden ikke er tilstrekkelig i form og innhold, kan Kreftforeningen be om at denne utformes på nytt.

Med mindre det er særlige grunner som taler mot, skal prosjektansvarlig institusjon sørge for at prosjektresultatene blir publisert og formidlet så fort som mulig. Forskningsgenererte data skal anses for allment tilgjengelige såfremt ikke særlige grunner taler imot det eller det foreligger kontraktsvilkår eller offentlige regler som hindrer det.

Kreftforeningen har rett til å bruke dataene i sitt arbeid med mindre det foreligger særlige grunner som tilsier noe annet. Med særlige grunner menes beskyttelse av prosjektansvarlig institusjons immaterielle rettigheter, risiko for plagiering, brudd på fortrolighetsforpliktelser, risiko for skader som slik offentliggjøring kan påføre prosjektansvarlig institusjons virksomhet, samt andre grunner som gjør at krav om offentliggjøring vil være urimelig i forhold til prosjektansvarlig institusjons interesse.

10. Skadesløsholdelse og ansvarsfritak

Prosjektansvarlig institusjon har ansvar for at gjennomføringen av prosjektet ikke krenker tredjeparts rettigheter, herunder tredjeparts opphavsrett og andre immaterielle rettigheter, eller på annen måte kan medføre krav fra tredjepart.

Prosjektansvarlig institusjon skal holde Kreftforeningen skadesløs for ethvert krav som måtte oppstå i forbindelse med gjennomføringen av prosjektet, herunder krav som følger av inngrep i immaterielle rettigheter.

Kreftforeningen er ikke juridisk eller økonomisk ansvarlig for skade eller tap som følge av blant annet feil ved eller ukyndig bruk av utstyr, metoder eller programmer som er knyttet til prosjektet.

11. Force majeure

Hver av partene skal uten ugrunnet opphold varsle de andre partene dersom et *force majeure*-tilfelle forhindrer vedkommende part fra å oppfylle sine forpliktelser etter kontrakten. Ingen av partene er ansvarlig for manglende overholdelse av forpliktelser etter kontrakten som følge av *force majeure*.

Dersom *force majeure* setter prosjektet i fare, skal partene møtes for å forhandle om nødvendig justering av prosjektet. Dersom partene ikke blir enige om slik justering, kan Kreftforeningen stoppe utbetaling til prosjektet.

12. Kontraktens varighet og opphør

Kontrakten opphører uten varsel når prosjektet er avsluttet og sluttrapport er innlevert og godkjent, med mindre kontraktsperioden opphører tidligere.

Avslutning av kontrakten ved enighet
Partene kan ved skriftlig enighet avvikle kontrakten før prosjektperiodens utløp.

Heving
Heving av kontrakten skal skje skriftlig og skal begrunnes.
Kreftforeningen kan heve kontrakten med umiddelbar virkning dersom prosjektansvarlig institusjon vesentlig har misligholdt sine forpliktelser. Som vesentlig mislighold anses blant annet at:

- det foreligger vesentlige avvik i forhold til framdriftsplanen eller andre forhold regulert i kontrakten

- prosjektansvarlig institusjon har brutt sine forpliktelser til rapportering, jf. hhv. punkt 7.

- de utbetalte bevilgningene er brukt i strid med kontrakten eller det som er avtalt mellom partene

- prosjektansvarlig institusjon driver virksomhet som er uforenlig med gjeldende lovgivning eller Kreftforeningens formål og retningslinjer, herunder etiske retningslinjer

- prosjektansvarlig institusjon ikke vil eller ikke er i stand til å fullføre prosjektet

- sentrale forutsetninger for kontraktsforholdet svikter, herunder at Kreftforeningen ikke får de nødvendige midler stilt til rådighet, det skjer endringer i offentlige reguleringer eller det oppstår andre uforutsette omstendigheter av vesentlig betydning for gjennomføringen av prosjektet eller Kreftforeningens evne til å bidra til dette

Prosjektansvarlig institusjon kan heve kontrakten med umiddelbar virkning dersom Kreftforeningen vesentlig har misligholdt sine forpliktelser.

Hvis Kreftforeningen hever kontrakten på grunn av vesentlig mislighold hos prosjektansvarlig institusjon, kan Kreftforeningen kreve tilbakebetaling av utbetalte bevilgninger, med tillegg av forsinkelsesrenter i henhold til gjeldende lov om renter ved forsinket betaling fra hevingstidspunktet.

I stedet for tilbakebetaling kan Kreftforeningen kreve å få overført rettighetene til prosjektresultatene.

Krav om slik overlevering skal skje skriftlig. Prosjektansvarlig institusjon plikter å overlevere rettighetene uten ugrunnet opphold og skal dekke kostnadene ved overleveringen. Eiendomsretten går over fra prosjektansvarlig institusjon til Kreftforeningen eller tredjepart ved levering.

13. Lovvalg og verneting

Avtalen er undergitt og skal fortolkes i samsvar med norsk rett.

Eventuelle tvister skal avgjøres ved de ordinære domstoler. Oslo tingrett vedtas som rette verneting.

7.5 THE NORWEGIAN CANCER SOCIETY'S ETHICAL PRINCIPLES AND GUIDELINES

(available in Norwegian only)

ETISKE PRINSIPPER OG RETNINGSLINJER

Godkjent av Kreftforeningens styre og sist revidert 19.09.2013

Etiske retningslinjer

Kreftforeningen er en landsdekkende, frivillig medlemsorganisasjon. Våre hovedmål er at færre skal få kreft, at flere skal overleve kreft og god livskvalitet for kreftrammede og pårørende.

Kreftforeningen er partipolitisk og livssynsmessig uavhengig. Kreftforeningen er avhengig av et godt omdømme i befolkningen for å få støtte og ha gjennomslagskraft.

Kreftforeningen skal være troverdig i sin bruk av personlige historier og utvise varsomhet og respekt for den som stiller opp.

De etiske retningslinjene skal verne om Kreftforeningens formål, visjon, omdømme og kjerneverdier; troverdighet, åpenhet, respekt og engasjement. Kreftforeningen skal være bevisst sitt samfunnsansvar og handle på en etisk, bærekraftig og sosialt ansvarlig måte.

Investeringer og finansforvaltning

Kreftforeningen skal ikke investere i virksomheter eller i konsern/gruppe som produserer tobakk.

Kreftforeningen skal følge "Retningslinjer for observasjon og utelukkelse fra Statens pensjonsfond utenlands investeringsunivers".

Inntektsbringende arbeid og annet samarbeid

Givere, medlemmer og støttespillere

Alle privatpersoner kan være medlem av Kreftforeningen. Alle privatpersoner kan gi gaver til Kreftforeningen. Kreftforeningen skal ta imot gaver med stor respekt og takknemlighet.

Vi skal være tydelig i forhold til at det er frivillig å støtte foreningens arbeid.

Kreftforeningen driver ikke telefonsalg til privatpersoner.

Kreftforeningen følger Innsamlingskontrollens og Norges Innsamlingsråds retningslinjer.

Virksomheter

Kreftforeningen skal ikke inngå samarbeid med virksomheter eller konsern/gruppe som vi ikke ønsker å identifisere oss med.

Kreftforeningen skal ikke samarbeide med tobakksindustrien (samt tobakksforretninger, medlemmer i interesse organisasjoner for tobakk nasjonalt og internasjonalt).

Kreftforeningen skal alltid vurdere en virksomhet opp mot:

- virksomhetens produksjon og produkter sett i relasjon til kreftfare
- virksomhetens påvirkning på Kreftforeningens kjerneverdier
- virksomhetens påvirkning på Kreftforeningens omdømme

Kreftforeningen skal vurdere å takke nei til en gave dersom gaven brukes i markedsføring på en måte som kan komme i konflikt med Kreftforeningens formål, kjerneverdier og omdømme.

Legemiddelindustrien
Kreftforeningen skal være uavhengig av og ikke motta bidrag fra legemiddel- og utstyrsindustrien som kan reise tvil om foreningens uavhengighet. Det skal være full åpenhet om slikt samarbeid. For øvrig vises til Legemiddelindustriens (LMIs) «Regler for samarbeid mellom legemiddelindustrien og pasientorganisasjoner».

Samarbeidspartnere
Samarbeidspartnere skal gi skriftlig bekreftelse på at deres virksomhet ikke er i konflikt med Kreftforeningens etiske retningslinjer.

Innkjøp
Kreftforeningen skal alltid vurdere en leverandør opp mot:

- leverandørens produksjon og produkter sett i relasjon til kreftfare
- leverandørens påvirkning på Kreftforeningens kjerneverdier
- leverandørens påvirkning på Kreftforeningens omdømme

Miljø
Kreftforeningen ønsker å utgjøre minst mulig belastning på miljøet og bidra til en god utnyttelse av energi og andre ressurser. Miljøhensyn og miljøbevissthet ønskes innarbeidet i alle våre tjenester og all vår virksomhet.