

## **Matthews International Neuropsychological Clinical Development Fund – A call for applications.**

Chuck Matthews, the 1992 President of INS, was a strong advocate for making INS instrumental in developing neuropsychology throughout the world, especially in low-resource countries. As a result of this passion, the INS instituted the Charles G. Matthews International Neuropsychological Development Fund in his name in 2003. In 2022, The Charles Matthews Fund received a donation to expand the actions being covered; the Clinical Fund is one of these extensions.

The purpose of the Clinical Development fund is to support clinical programs in countries where neuropsychology is less well developed/resourced. Funds can be used to sponsor the design of a clinical protocol to evaluate/diagnose, the design of an intervention tool to help patients with neuropsychological deficits, the translation/adaptation of materials not available into the local language, etc.

Examples of funded applications can be found at: [Global Engagement – The International Neuropsychological Society \(the-ins.org\)](https://the-ins.org) under the 'Charles Matthews Fund' tab; frequently asked questions are answered there as well.

We are keen to encourage applications from INS members either based in the country where the project will take place or working with colleagues in the country where the project will take place who would like to run a clinical program.

### **How to apply for Matthews Clinical Funds**

Applications for the Matthews Clinical Fund should be submitted to the Chair of the Global Engagement Committee, Dr Melissa Lamar ([melissa\\_lamar@rush.edu](mailto:melissa_lamar@rush.edu)) and Dr. Unai Díaz-Orueta ([Unai.DiazOrueta@mu.ie](mailto:Unai.DiazOrueta@mu.ie)) using the subject line: Matthews Clinical Funds Application.

The deadline for applications can be found at: [Global Engagement – The International Neuropsychological Society \(the-ins.org\)](https://the-ins.org) under the 'Charles Matthews Fund' tab. Decisions regarding funding will be communicated to applicants after the Board Meeting held at the next closest INS meeting to the deadline for applications (e.g., if deadline in December, notification will be after the February INS meeting).

It is expected that funds requested would not exceed \$2,500.

At a minimum, the PI of the application must be an INS member; ideally, as many others as possible named on the application should also be INS members. The clinical program/action should take place in countries where neuropsychology is less well developed/resourced, with priority being given to applications from countries classified as lower or middle income according to [World Bank/UN classification](#). Priority will also be given to clinical actions that are specifically relevant to the local needs of the region of the world applying, and/or which attends to the cultural and local characteristics of the population being studied. An application from predominantly North American applicants or conducted in North American will not be given high priority and justification for submission is warranted.

The application should include the following sections in not more than four A4 pages:

1. Title
2. Geographic area to be served by the Program
3. Abstract
4. Team members including named PI, affiliations, address and email address, and specific role in the program
5. Background and justification of the need
6. Objectives
7. Working plan and calendar with tasks being developed by each team member
8. Budget and description of how INS funds will be used (budget template below)
9. Describe how the results and impact will be disseminated and how INS's support will be publicized.
10. Describe how the impact of the program will be evaluated.

Budget Template:

<b>Categories</b> (NOTE: these categories are JUST EXAMPLES, please create categories that are relevant for your application)	<b>Total Amount</b> (USD)
Supplies	
<<insert an item and provide justification for need>>	<<costing>>
<<insert an item and provide justification for need>>	<<costing>>
Etc...	Etc...
Technical services	
<<insert an item and provide justification for need>>	<<costing>>
<<insert an item and provide justification for need>>	<<costing>>
Etc...	Etc...
Participation in scientific events - communication of results	
<<insert an item and provide justification for need>>	<<costing>>
<<insert an item and provide justification for need>>	<<costing>>
Etc...	Etc...
Misc expenses	
<<insert an item and provide justification for need>>	<<costing>>
<<insert an item and provide justification for need>>	<<costing>>
Etc...	Etc...
<b>TOTAL</b>	<b>Do not exceed 2500</b>

Results of the funded clinical programs will be disseminated on the INS Global Engagement Web page. Therefore, a brief report for the INS-GEC web site will be requested within 30 days of the completion of the project.

Applicants must also agree to provide a financial account including all receipts/invoices for reimbursement within 30 days of the completion of the project.

Applications, initially reviewed by the Global Engagement Committee Chair, will also be evaluated by at least two Global Engagement Committee representatives.

**Applications will be rated against each of the following criteria:**

1. The application includes a clear, realistic and feasible set of objectives for the program which are relevant for this region of the world identified in the application.
2. The objectives and expected results are consistent with the mission of the INS and the Charles G. Matthews International Neuropsychological Development Fund.
3. Funds requested are clearly justified and reasonable.

The final decision regarding funding will rest with the GEC Chair and Deputy Chair, as well as the INS Board, and if required, the INS President.

Please contact [Melissa.Lamar@rush.edu](mailto:Melissa.Lamar@rush.edu) or [Unai.DiazOrueta@mu.ie](mailto:Unai.DiazOrueta@mu.ie) with any questions using the subject line: Matthews Clinical Funds Query