

## **Matthews International Neuropsychological Research 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 Research Fund is one of these extensions.

The purpose of the Research Development fund is to support research projects in countries where neuropsychology is less well developed/resourced. Funds can be used to sponsor research design, statistical software acquisition, statistical analysis cost, acquisition of tests materials according to the study protocol, as well as abstract submissions to scientific meetings with a particular emphasis toward meetings supported by the INS.

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 research project.

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

Applications for the Matthews Research 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 Research 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 research project 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 research topics 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. Research Title
2. Geographic area to be served by the Program
3. Abstract
4. Project team members including named PI, affiliations, address and email address, and specific role (PI, co-investigator, others)
5. Background and literature references
6. Objectives and Hypothesis
7. Methodology (including Ethics, expected difficulties and anticipated ways to solve them)
8. Working plan and calendar/timeline with tasks being developed by each team member
9. Expected results
10. Budget and description of how INS funds will be used (budget template below)
11. Describe how the results will be disseminated and how INS's support will be publicized.
12. Describe how the impact of the project 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>

Successful applicants are encouraged to submit the results of their project for presentation at the next available INS Meeting.

Applicants must agree to provide a report and 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 Deputy 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 project which have some tangible benefit for the less developed 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 Research Funds Query