UEG Activity Grants – Support of Standards & Guidelines initiatives (up to € 40,000)

Criteria for applicants and selection process

In 2020, UEG supports the following types of activities:

a. Dissemination of existing clinical practice guidelines and standards (Type A)

b. Development of new clinical practice guidelines (Type B)

Type A: Dissemination of existing clinical practice guidelines and standards

1. Outline of supported activities
We fund initiatives which are coordinated by UEG Member Societies and which promote and disseminate existing clinical practice guidelines and standards in various formats to encourage uptake and harmonise the standard of care across countries within Europe and countries bordering the Mediterranean Sea. In the selection of initiatives that will be funded, a particular focus is set on supporting underserved areas in digestive health and on fostering standardisation of care in underprivileged regions (initiatives start in 2020 and finish in 2022 at the latest).

Eligible initiatives must involve clinical practice guidelines, clinical standards, consensus, position papers or standard protocols which were published in 2015 or later, and which are included in the UEG Standards & Guidelines Repository by May 15, 2020. If the respective guideline is not included in the repository yet, please submit it to the UEG Quality of Care Task Force (att. Elisabeth Sailer, e.sailer@ueg.eu) as soon as possible and note that the review process can take up to 4 weeks.

Examples of eligible initiatives:

- Translation of a standard or clinical practice guideline into local clinical practices (linguistic translation and/or adaptation/selection of appropriate diagnostic or therapeutic pathways to local circumstances, cascading guidelines to local medical system and needs)
- Development of guidelines for patients, nurses and/or primary care physicians based on original medical guidelines
- Development of electronic support programmes to foster quality of care in Europe (e.g. apps that provide a repository of GI scores including calculators to determine scores or predictors based on guidelines)
- Development and organisation of a webinar with case-based discussions based on guidelines
- Organisation of courses on how to work and live with guidelines
- Dissemination and implementation of a standard or clinical practice guideline across Europe
- Creation of standardised slide sets preferably including practical cases to ensure standardisation and quality through cooperation and involvement of local experts and UEG Member Society representatives
- Development of case-based presentations of guidelines including polling questions and evaluation of knowledge gain
- Development of standards of care or standard operating procedures (SOPs) based on existing clinical practice guidelines in different healthcare systems
- Evaluation of effects of already established clinical practice guidelines and standards of care on the improvement or standardisation of GI care across Europe and in various healthcare systems
- Evaluation, if the implementation of a standard or clinical practice guideline was successful to improve GI care in the implemented region and to identify factors or scenarios, how the process could be improved

2. Conditions for applications
- The general terms and conditions for UEG Activity Grants must be adhered to.
- UEG welcomes initiatives that are managed by or involve a broad base of partners and organisations across Europe.
- The initiative will be managed by a consortium made up of at least two UEG Member Societies.
  - The lead applicant may be a UEG Ordinary Specialist Member Society or a UEG National Member Society.
  - Two or more UEG National Member Societies must be involved. At least one of the participating UEG National Member Societies must come from a country with a low Human Development Index\(^1\) (see annex).
  - Involvement of additional partner societies or organisations is welcome.
  - The collaborative approach and interaction among all partners must be clearly shown. Each partner appoints a lead representative with regard to the initiative.

Please make sure to get in contact with a UEG Member Society well in advance if you seek endorsement. In case of uncertainty, please approach the task force to get advice.

- The application must provide:
  - Completed application form with a description of the planned initiative and definition of milestones (use of template is compulsory).
  - Budget (indicating requested amount of funding from UEG; and detailed list of financial or in-kind contributions from other sources if applicable). (use of template is compulsory)
  - Gantt chart (https://en.wikipedia.org/wiki/Gantt_chart)
  - Signed statements from participating societies and partners to verify the collaboration.

- The report and visual abstract on the outcome of initiatives must be submitted for publication in the UEG Journal and UEG website.

3. Review Process and Criteria
Proposals for Standards & Guidelines initiatives are peer-reviewed and successful applications assigned by the Quality of Care Task Force. The scientific merit and quality of the proposals are assessed according to the review criteria below, and proposals are ranked respectively. A maximum of two Standards & Guidelines initiatives per lead applicant UEG Member Society will be funded per year.

Review criteria:
a. Motivation of conducting the initiative (up to 14 points in total)
   - Is it needed within the GI community? Does it address an underserved area in digestive health? (0-2 points)
   - Will all involved societies benefit from this proposal? (0-2 points)
   - Does it add significantly to the welfare of GI patients? (0-2 points)
   - Does it help to encourage uptake and harmonise standards of care in GI? (0-2 points)
   - Can the results or ideas from this proposal be translated to other implementation projects? (0-2 points)
   - Does the initiative present an innovative way of implementing an existing standard or clinical practice guideline? (0-2 points)
   - Will the initiative help minimise disparities between health care systems across Europe? (0-2 points)

b. Details of the initiative (up to 12 points in total)
   - Is the direction and outline of the initiative clearly described? (0-2 points)
   - Will the initiative foster the collaboration across GI disciplines (i.e. GI surgery, GI radiotherapy, gastroenterology, paediatric GI, etc.) and thus stimulate the evolution of interdisciplinary guidelines? (0-2 points)
   - Does the initiative present a practical and realistic way/method of implementing an existing standard or clinical practice guideline? (0-2 points)
   - Is the presented project plan realistic and feasible? (0-2 points)
   - Are there realistic processes in place to disseminate and expand the established methods further across Europe once the original initiative has been successfully launched (i.e. possibly duplicate the implementation process in other regions or countries)? (0-2 points)
   - Are there processes in place to measure the outcome? (0-2 points)

c. Partners organising the initiative (up to 8 points in total)
   - Does the initiative involve a broad base of partners and organisations from across Europe, including young colleagues? (0-2 points)
   - Are the most relevant societies and experts in the respective field involved? (0-2 points)
   - Is the co-operation and communication between partners realistic and manageable? Will the partnership work in practice? (0-2 points)
   - Will the project provide benefit to the wider GI community in both the short- and long-term? (0-2 points)

d. Timelines (up to 6 points in total)
   - Are the timelines and milestones realistic? (0-2 points)
   - Are there contingency plans in place if there are problems? (0-2 points)
   - Are there clear plans for reporting progress to UEG? (0-2 points)

e. Budget (up to 6 points in total)
   - Is there an outline justification for the budget? (0-2 points)
   - Does the proposal represent ‘value for money’? (0-2 points)
   - Are the expenses (especially travel, accommodation, venue, etc.) reasonable? (0-2 points)

f. Additional points are assigned to initiatives …
   - that are coordinated by more than 3 societies/groups/countries (2 additional points)
- that show a budget model that lists financial or in-kind contributions in addition to the UEG grant (e.g. resources or facilities provided by participating societies) (1-2 additional points)

4. Requirements to be fulfilled to obtain payment
- Letter of agreement (LOA) signed by UEG and the lead applicant. Only upon signing the LOA by both parties, the conditions of the support become valid.
- Up to 50 % of the total grant will be transferred as soon as the LOA between UEG and the lead applicant has been signed.
- UEG will transfer the remaining amount in one single payment upon receipt of final report and fulfilment of requirements as defined in the LOA.

If any condition for application proofs not to be fulfilled, UEG will not pay out the grant.

Type B: Development of new clinical practice guidelines

1. Outline of supported activities
The guideline will be developed by one or more UEG Member Societies. In 2020 priority will be given to the development of new pan-European clinical practice guidelines\(^2\) in the following scientific areas:

- Aerophagia, belching and related disorders
- Dysphagia
- Management of refractory gastroesophageal reflux
- Nausea and vomiting
- Bloating and abdominal distension
- Primary care approaches to GI disorders, especially focusing on abdominal pain, diarrhoea, malabsorption, NASH
- Gastrointestinal infections for gastroenterologists and surgeons, e.g. C. difficile, Whipple’s disease, Noro, Rota, Salmonella, etc.
- Drugs in GI and liver diseases, endoscopy etc. - antiplatelet agents, NSAIDS, steroids etc.
- GI cancers other than colorectal cancer – diagnostics, management approaches. (Primary care gastroenterology approach)
- Surgery of oesophagus (GORD, oesophageal achalasia, hiatal hernia)
- Gastric cancer surgery
- Colon cancer surgery
- Hemochromatosis
- Hepatic and biliary tract surgery
- Infectious diseases of the liver (except Hepatitis B, C, D and E), e.g. CMV, EBV, Hepatitis A, F, G

\(^2\) Definition of a clinical practice guideline:
Addresses clinical questions; performs a systematic review of literature (specified search of literature with critical assessment, and scoring of evidence quality); elaborates specific recommendations (statements displayed separately from the other text); and weights the recommendations according to the quality of the evidence and other evidence-based parameters.
2. Conditions for applications
- The general terms and conditions for UEG Activity Grants must be adhered to.
- UEG welcomes initiatives that are managed by or involve a broad base of partners and organisations across Europe.
- The initiative may be managed by either of following consortia constellations:
  1. The lead applicant is a UEG Ordinary Specialist Member Society. Involvement of additional partner organisations or societies is encouraged but not obligatory.
  2. The lead applicant is a UEG National Member Society. At least one UEG Ordinary Specialist Member Society must be involved. Involvement of additional UEG National Member Societies or partner organisations is encouraged.

In case there is more than one society involved, the collaborative approach and interaction among all partners must be clearly shown. Each partner appoints a lead representative with regard to the initiative.

Please make sure to get in contact with a UEG Member Society well in advance if you seek endorsement. In case of uncertainty, please approach the task force to get advice.

Further specific requirements are listed in the application form.

- The application must provide:
  o Completed application form with a description of the planned initiative and definition of milestones (use of template is compulsory).
  o Budget (indicating requested amount of funding from UEG; and detailed list of financial or in-kind contributions from other sources if applicable). (use of template is compulsory)
  o Gantt chart (https://en.wikipedia.org/wiki/Gantt_chart)
  o Signed statements from participating societies and partners to verify the collaboration.

- Regulations for publication: All guidelines developed with financial support by UEG are published exclusively in the UEG Journal and Open Access to all guideline papers will be guaranteed by UEG and the publisher of UEG Journal. If the guideline is co-funded, co-publication might be allowed upon approval of the UEG Journal Editor in Chief. This request has to be made with the application.

- Dissemination of initiatives: An executive summary and summary slide set for the newly developed guideline, as well as a visual abstract have to be provided with the final report. A shortened/app-friendly version of the guideline has to be provided for inclusion of the guideline in a guidelines app organised by UEG.

3. Review Process and Criteria
Proposals for Standards & Guidelines initiatives are peer-reviewed and successful applications assigned by the Quality of Care Task Force. The scientific merit and quality of the proposals are assessed according to the review criteria below, and proposals are ranked respectively. A maximum of two Standards & Guidelines initiatives per lead applicant UEG Member Society will be funded per year.
Review criteria:

a. Motivation of conducting the initiative (up to 14 points in total)
   - Is it needed within the GI community? Does it address an underserved area in digestive health? (0-3 points)
   - Will all involved societies benefit from this proposal? (0-2 points)
   - Does it add significantly to the welfare of GI patients? (0-3 points)
   - Does it help to encourage uptake and harmonise standards of care in GI? (0-2 points)
   - Will the initiative help minimise disparities between health care systems across Europe? (0-2 points)
   - Does the initiative present an innovative way of implementing the new standard or clinical practice guideline into clinical practice? (0-2 points)

b. Details of the initiative (up to 12 points in total)
   - Is the direction and outline of the initiative clearly described? (0-2 points)
   - Will the initiative foster the collaboration across GI disciplines (i.e. GI surgery, GI radiotherapy, gastroenterology, paediatric GI, etc.) and thus stimulate the evolution of interdisciplinary guidelines? (0-2 points)
   - Does the initiative present a practical and realistic way/method of developing a new clinical practice guideline? (0-2 points)
   - Is the presented project plan realistic and feasible? (0-2 points)
   - Are there realistic processes in place that help to disseminate the guideline further across Europe once the original initiative has been successfully finalised? (0-2 points)
   - Are there processes in place to measure the outcome (e.g. uptake of guideline, clicks to web site, presentation at meetings, citations)? (0-2 points)

c. Partners organising the initiative (up to 8 points in total)
   - Does the working group involve a broad base of partners and organisations from across Europe, including young colleagues? (0-2 points)
   - Are the most relevant societies and experts in the respective field involved? (0-2 points)
   - Is the co-operation and communication between partners realistic and manageable? Will the partnership work in practice? (0-2 points)
   - Will the project provide benefit to the wider GI community in both the short- and long-term? (0-2 points)

d. Timelines (up to 6 points in total)
   - Are the timelines and milestones realistic? (0-2 points)
   - Are there contingency plans in place if there are problems? (0-2 points)
   - Are there clear plans for reporting progress to UEG? (0-2 points)

e. Budget (up to 6 points in total)
   - Is there an outline justification for the budget? (0-2 points)
   - Does the proposal represent ‘value for money’? (0-2 points)
   - Are the expenses (especially travel, accommodation, venue, etc.) reasonable? (0-2 points)
f. Additional points are assigned to initiatives …
- that are coordinated by more than 2 individuals from different countries, or one of the coordinators originating from a country with a low Human Development Index\(^3\) (see annex). (2 additional points)
- that show a budget model that lists financial or in-kind contributions in addition to the UEG grant (e.g. resources or facilities provided by participating societies; no industry support) (1-2 additional points)

4. Requirements to be fulfilled to obtain payment
- Letter of agreement (LOA) signed by UEG and the lead applicant. Only upon signing the LOA by both parties, the conditions of the support become valid.
- Up to 50 % of the total grant will be transferred as soon as the LOA between UEG and the lead applicant has been signed.
- UEG will transfer the remaining amount in one single payment upon receipt of final report and fulfillment of requirements as defined in the LOA.

If any condition for application proofs not to be fulfilled, UEG will not pay out the grant.

Annex 1:
Ranking of countries according to the Human Development Index 2018

Table 1. Human Development Index and its components

<table>
<thead>
<tr>
<th>Ranking UEG National Society Countries</th>
<th>Country</th>
<th>Human development index (HDI) 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Norway</td>
<td>0.954</td>
</tr>
<tr>
<td>2</td>
<td>Switzerland</td>
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</tr>
<tr>
<td>3</td>
<td>Ireland</td>
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<td>Germany</td>
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