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## Fondation Helaers

Fondation privée  
Private Stichting  
Private Foundation

# HELAERS RESEARCH PRIZE FOR NEUROSURGERY

# PRIX HELAERS POUR LA RECHERCHE EN NEUROCHIRURGIE

# ONDERZOEKSPRIJS HELAERS VOOR NEUROCHIRURGIE

## RULES AND REGULATIONS

### Article 1 Name, amount and frequency

An annual prize called “Research Prize for Neurosurgery” is established (the Prize).

The Prize shall be funded by the Suzanne Thérèse Helaers Foundation, a private foundation (*private stichting/fondation privée*), with registered office at 1180 Brussels, avenue Bourgmestre Jean Herinckx 10, boîte 42, and registered with the Central Enterprises Register (*Kruispuntbank van Ondernemingen/Banque-Carrefour des Entreprises*) under number 0888,297,492 (the Foundation).

The prize is yearly awarded, in compliance with the present rules and regulations, by the Belgische Vereniging voor Neurochirurgie – Société Belge de Neurochirurgie – Belgian Society of Neurosurgery (“BSN”) having its registered office at 3000 Leuven, Herestraat 49, and registered with the Central Enterprise Register (*Kruispuntbank van Ondernemingen/Banque-Carrefour des Entreprises*) under number 0417,868,476 (RLE Brussels).

The current Prize amount is 5,000 (five thousand) EUR.

### Article 2 Aim

The aim of the Prize is to foster the development of a researcher in pursuing further training or research in a Belgian or a foreign specialized institution.

### Article 3 Eligible projects

The Prize shall be awarded to a researcher presenting a scientific training or research project (the Project) meeting the following conditions:

- (a) Relating to the field of the neurosurgery;
- (b) Being situated at the crossroads of fundamental, epidemiological, technological and clinical research;
- (c) Being likely to generate medical benefits, in particular an improvement of the quality of life;
- (d) Being likely to be published or having just been published either (i) in the form of a PhD thesis or a single article, or ready to be submitted for publication in a similar shape within the 12 months following the granting of the Prize or (ii) in any other preparatory form of a prospective work to achieve in Belgium or during a stay abroad.

## **Article 4 Conditions applicable to the Researcher (m/f)**

The researcher (the Researcher) completed all or at least a substantial part of his studies at a Belgian university and belongs to a research or higher education establishment or a hospital institution in Belgium, his position being statutory or non-statutory.

If the Researcher does not have the Belgian nationality, the Project must be at least for a substantial part achieved in Belgium.

The Researcher must be maximum 45 years of age on the application close date.

## **Article 5 Application process**

The call for applications is launched October 1 and closed on December 15 of the year prior to the granting of the Prize.

The rules and regulations and the application form are available on the Foundation's website: [www.fondationhelaers.jimdo.com](http://www.fondationhelaers.jimdo.com) and on the BSN's website : <http://www.bsn.be/>

The application form must be submitted in one of the following languages (French, Dutch) and in English and include, failing which the application shall be discarded, in addition to the above-mentioned form duly completed:

- (a) An overview detailing the Project (of 2 pages maximum), highlighting that the conditions set out above in the article 3 are fulfilled;
- (b) The detailed resume of the Researcher;
- (c) A list of his publications, highlighting that the conditions set out above in article 4 are fulfilled; and
- (d) The description of the Researcher's integration in the Belgian academic, scientific or clinical community.

A copy of any additional document (publications, sponsorship letter, any other document of major importance) can be enclosed to the application. The application file shall not be returned to the applicant.

It is strongly advised to enclose with the application form attestations and support letters. Although these documents are not compulsory, they can inform the deliberations of the Jury concerning the granting of the Prize. Such documents must be part of the application file.

The application form must be received in paper and electronic format at the latest on December 15.

The paper format must be sent at the following address:

Prof. Dr. J. van Loon  
BSN President  
Neurochirurgie  
UZ Leuven  
Herestraat 49  
3000 Leuven

The electronic format must be sent at the following addresses:

- To the BSN President,  
Email : [johannes.vanloon@uzleuven.be](mailto:johannes.vanloon@uzleuven.be)
- To Ms. Nicole BRAEKMAN, President, Fondation Helaers  
Email : [fondation.helaers@skynet.be](mailto:fondation.helaers@skynet.be).

## **Article 6 Jury**

The jury consists of the members of the extended Bureau of the Belgian Society for Neurosurgery (*Société Belge de Neurochirurgie/Belgische Vereniging voor Neurochirurgie*) in office at the time of the closing of the call for applications and is chaired by its President (the Jury).

That Jury shall also include, with consultative voice, one or two observers from the Foundation appointed by Ms. Nicole BRAEKMAN, President of the Foundation, because of their close knowledge of the Foundress' wishes and of the perpetuation of these wishes.

The representatives of the Foundation attend with consultative voice the deliberations of the Jury.

Each member of the Jury receives the application file submitted by each applicant in accordance with the article 5 within the 10 days of the closing date of the call for applications.

The jury meets to deliberate within the 3 months following the deadline for the submission of applications.

The members of the Jury can enquire with external experts.

## **Article 7 Selection criteria**

Each project will be evaluated notably on the basis of the following elements:

- (a) Scientific excellence;
- (b) Medical implications; and

- (c) Involvement of the applicant in the Project design and his ability to achieve this Project.

## **Article 8 Modalities for the granting of the Prize**

The Jury meets in its full composition in order to deliberate.

If one of the members of the Jury cannot be present on the chosen date, he can send his rating of each application, out of 20, at the President of the Jury; if he forgets to rate an application, that application is deemed to have deserved zero.

Each member of the Jury has one voice. No proxy can be given.

Each member rates each application separately out of 20.

The Project with the higher average score is selected. In case of *ex aequo*, the present members of the Jury shall vote in order to arrive at a decision between the candidates, the Project gathering the less amount of votes being eliminated in each round of voting.

The Jury may suggest not to award the Prize. A decision to this effect is adopted by the majority of the two-thirds of members of the Jury present.

The decision to award the Prize is preferably adopted by consensus and, otherwise, is adopted by the simple majority of the votes cast by secret ballot. No present member has the faculty to abstain from the vote. A quorum of three members is required for Jury deliberations to validly proceed.

In the event of a tie, the President of the Jury will have the casting vote.

The decision of the Jury is final; it is made public at the launching of the program of the annual scientific meeting of the BSN.

## **Article 9 Award presentation**

The Prize is presented by the President of the Foundation, on the occasion of the annual scientific meeting of the BSN. The laureate (the Laureate) shall be present on the day of the ceremony; the Foundation shall fund his travel as stated in Article 12. Except in cases of force majeure, if the Laureate is not present, he is deprived of his Prize.

Any personality likely to give visibility to the Prize and to its Laureate may be invited to this ceremony.

## **Article 10 Confidentiality**

All the files, reports, documents related to the granting of the Prize as well as the vote are secret. They can neither be revealed nor published.

At the end of the vote on the awarding of the Prize, the Jury will nonetheless establish a concise report which presents its conclusions on the selected candidates and the Prize Laureate. This report shall be transmitted to the Foundation and only the Foundation shall be entitled to make it public and to issue it to the press, on the understanding that the reports concerning the applicants other than the Laureate shall be anonymised.

The names of the candidates are never disclosed by the members of the Jury.

## **Article 11 Commitments and obligations of the Laureate**

The Laureate accepts that his picture, his names, title and quality as well as the titles of his works will be mentioned in the publications and on the websites of the Foundation and of the BSN.

The Laureate must besides mention in a clearly visible way the following sentence: “Laureate of the Helaers Research Prize for Neurosurgery” in all of his publications and communications relating to the Project, on whatever medium, and refer to the website of the Foundation.

The Laureate commits furthermore to mention the help of the Foundation in every publication resulting from his works relating to the Project and to present his results at the occasion of the annual days of the BSN.

The Laureate commits to deliver to the Foundation and to the BSN, within the 12 months of the granting of the Prize, a detailed report on the achieved work (in 2 pages maximum), in English and to come and present his results at the annual day of the BSN. The content of this report may be made public.

## **Article 12 Participation costs**

Accommodation and an economy-class air ticket booked as early as possible so as to limit the costs shall be covered by the Foundation in order to allow the Laureate to attend the presentation of the Prize and to come and present his results to the BSN.

The reimbursement of those costs shall respect the rules of just moderation and be previously approved by the Foundation and, for the presentation journey, at least 4 months before it.

## **Article 13 Terms of payment**

The Prize amount is transferred to the bank account of which the number is indicated by the Laureate within the month of the award.

The costs reimbursement referred to in article 12 is made to the bank account of which the number is indicated by the Laureate within the month of the issue of a statement with supporting documents.

## **Article 14 Amendments**

Any amendment to the present rules and regulations must be submitted to Ms. Nicole BRAEKMAN, President of the board of directors of the Foundation, for approval by the board of directors.

Prof. Dr. J. van Loon  
President of the BSN

Ms. N. Braekman  
President of the Helaers Foundation