



2018 Call for Projects on ALS Research

Guidelines for International Scientific Committee Members “Letter of Intent” evaluation step

2018 AriSLA Call for Research Projects: PROMOTING RESEARCH EXCELLENCE IN THE FIGHT AGAINST ALS

Deadline: June 15th, 2018

1. Framework

This document is an operational guide for AriSLA International Scientific Committee (ISC) members to perform the remote evaluation of the “Letters of Intent” submitted to the “2017 AriSLA Call for Research Projects”. According to the AriSLA aims to advance knowledge of ALS and to efficiently translate research outcomes from bench to bedside, this call is in **support of research projects focusing only on basic and translational research areas**.

The triage phase aims to exclude the less competitive applications that will not undergo full peer review. In this phase, each project is assigned to three members of the AriSLA ISC, who are asked to score it between 1 (Very poor) and 50 (Excellent), on the basis of the selection criteria specified below:

1 Quality and feasibility of the scientific approach;

2. Translational potential of the proposed research and **potential impact** of the project results on diagnosis or treatment of the disease; how close to therapeutic development or to any other potential impact on patients are the proposed study?

Projects are then ranked according to the average score and up to 35 of the top ranking projects will be fully processed for peer review. Projects falling below the threshold will be excluded and will not undergo full review.

More information about the Applications and the evaluation process are available in the “2018 AriSLA Call for Research Projects”.

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2. First remote evaluation step instructions

2.1 Online Registration

The Remote Evaluation Forms (hereby RAF) must be completed online. You can login at the following link proposals.arisla.org (in the “already member?”) using the information received in the invitation email from AriSLA Office.

At your first access the system will ask you to change your Password.



Please note that your account can be used by one device per time.

If you have forgotten your Password, please click on “Forgot your Password”: enter your Username and you will then receive an automatic e-mail with your new password. Once you have logged in, the system will ask you to modify your Password.

If you have forgotten both Username and Password, please contact AriSLA Scientific Office at bandi@arisl.org.

2.2 General instructions for completing the RAF

Once you have logged in, you will find the list of Letters of Intent you have been assigned to.

Please remember to preserve the confidentiality on all information about projects as reported in the Appointment letter 2017/2018.

You can open each proposal by clicking on the pdf icon – “LOI proposal”. By clicking on the green icon you can download the attached documents. For this evaluation step PI were asked to attach the signed General Information page (for internal use only).

You can evaluate the corresponding RAF by clicking on “Evaluate” button. A pop-up window will then open, where you can add your comments and give a score.

In order to be able to evaluate the LOI you must flag the “non-conflict of interest” box. If you think to have any conflicts please immediately contact AriSLA staff at bandi@arisl.org.

Considering your expertise, if you don’t feel confident in the theme proposed by the project, please contact AriSLA staff at bandi@arisl.org

Please **assign a numerical triage score between 1 and 50 to each project**, according to the scale reported below. Please note that the score should reflect your recommendation whether the project deserves full review.

Please use the entire numerical range, in order to avoid most of the projects falling within an intermediate interval, which would make the triage procedure less efficient.

LOI Scoring Scale		
Triage Score	Project Evaluation	Recommendation
46 - 50	Outstanding	No concerns. Suggested for full review
40 – 45	Excellent	Only minor concerns - Suggested for full review
30 - 39	Good	Only few critical points - Can be considered full review
20 - 29	Average	Several critical points - Not suggested for full review
1 - 19	Poor	Major concerns - Not suggested for full review

You are kindly requested to **justify your score by briefly highlighting strength and weaknesses of the application in the ‘Comment’ field**. Please also specify if the proposal has some ethical issues that need further attention.

Your individual comments will be anonymously sent to the Applicant. It is therefore important that your written material is accurate, clearly written, and does not include derogatory language.

Click the “Save changes” button in order to save the data entered in the Form.



Click the “Save changes and Submit” button when you have completed the evaluation. Please remember that once your evaluation has been submitted it is no longer allowed to modify it.

You will then receive an email confirming your comment has been submitted.

The web application is compatible for most of the commonly used browsers. In particular, we ensure its compatibility with these browsers and following versions:

- Firefox 25;
- Chrome 32;
- Safari 8;
- Internet Explorer 10.

3. Assistance

For any information about the revision process please contact:

1. E-mail Help Desk: bandi@arisa.org