

**PLEASE ALSO CONSULT THE GRANT APPLICATION GUIDELINES**

## **WORKSHOP TITLE**

The workshop title should reflect the main topic of the workshop. If this workshop follows on a previous ENMC workshop, the title should also state this.

## **WORKSHOP ORGANISERS**

- Max 4 organisers, from a mixture of institutions, organisations and countries
- Outline each organisers' background in relation to the scope of the workshop, max 100 words
- Attach CV's of all organisers in ENMC format (see website)

## **WORKSHOP JUSTIFICATION**

**BACKGROUND AND AIMS FOR THE WORKSHOP** (max. 1000 words excluding references)

- The major aim of an ENMC workshop is to foster discussion and lead to concrete outcomes
- Concise and clear background information on the proposed topic / area of research should be provided leading quickly to the problem statement and resulting aim(s) of the workshop. Applicants are asked to state whether their application is merely basic research, clinical, translational or care-driven. Focus on one theme is more efficient than trying to cover all themes in one workshop
- Describe how the workshop relates to ongoing collaborations and research in participating- or other centres / organisations and/or the existence of international initiatives or networks, connected to the topic of the workshop and make clear that there is no duplication of efforts
- If this workshop follows up a previous one, on the same topic or from the same consortium, provide either the submitted or the published full report of previous ENMC workshop(s)

**WORKSHOP AIMS AND DELIVERABLES** (in bullet points)

- Aims: issues the workshops aims to tackle, long-term visions on the topic. Explain rationale of the workshop, open issues, experience in other disease areas, etc.; add few pertinent references
- Deliverables: concrete outputs of the workshop. Need to be realistic, focused and feasible and show an impact for neuromuscular patients
- Consider availability of human and financial resources to implement the deliverables

- The lay- and full reports are not workshop deliverables, they are grant obligations.

### TIMING OF THE WORKSHOP

- Insert 2-3 preliminary dates for your workshop within 1-2 years' time after date of submission
- Give a short rationale for the proposed dates
- Check availability of the proposed participants before submission and indicate this with an \* in the list of participants.

### DISSEMINATION OF WORKSHOP OUTCOMES OR PUBLICATION PLAN

- Explain how your consortium is going to report on the workshop outcomes, i.e. full and lay workshop report, additional publications anticipated to derive from the workshop, diagnostic, clinical and care guidelines, hospital protocols, study protocols, presentation at international conferences etc.
- Include planning of this dissemination plan

### PROPOSED WORKSHOP PROGRAMME

- Assign presentations and session chair role to workshop participants, every participant must have an active role at and after the workshop, as presenter, chair, discussant, reporter etc.
- Plan extensive discussion time after each presentation or after each session to adhere to the interactive workshop concept
- Avoid lengthy didactic lectures, repetitions, and presentation of published data
- The final session concerns conclusions, establishing a Consortium for ongoing collaborative research, future activities, and eventual funding strategy

### PROPOSED LIST OF PARTICIPANTS

- Insert the list of proposed participants with name, email address, discipline, place of work, rationale for invitation
- Describe why representatives from other known ongoing initiatives/ networks on this topic are invited or not.
- A geographically balanced and multi-disciplinary group of participants is required
- Organisers are expected to contact all suggested participants *before* the submission of an application to the ENMC to inquire on the availability for a future workshop date. In the application the organisers should indicate who is available with the symbol \*

### CO-SPONSORSHIP

- Indicate organisations committed to support the travel costs of participants from non-ENMC countries
- Indicate funding required to implement deliverables, if applicable

- Indicate any relevant grant-supported work currently being carried out by the applicant (maximum ½ page).

### **PREPARATORY ACTIVITIES (if applicable)**

- Insert the contact details of the persons/resources consulted in the preparatory phases, as well as a very brief summary of these discussions
- Provide outline of materials/information that will be shared with the participants prior to the meeting

### **REFERENCES**

- list here only the relevant articles or reviews up to a maximum of 25 references.
- include the previous ENMC workshop report(s) either in published or submitted format