2017 POLICIES & GUIDELINES

Agir Pour l’Audition, hereinafter referred to as “APA”, supports scientific research in Hearing Sciences with the ultimate goal of improving hearing health using two means, a call for research proposals and scientific prizes. APA is committed to support excellence in Hearing Sciences by awarding scientific prizes, like the APA Early Career Scientific Prize (hereinafter referred to as “the Prize”).

ARTICLE I. Objective

The APA Early Career Scientific Prize is awarded annually to two French investigators in recognition of the excellence and impact of a significant work he/she achieved in the field of Hearing Sciences.

This year the two APA Early Career Scientific Prizes are divided in 2 categories as follows:
- one prize recognizing a significant work in basic science and will be awarded to a PhD or a MD/PhD, and
- the second prize recognizing a significant work in clinical research and will be awarded to a MD or a MD/PhD.

ARTICLE II. Eligibility

The Prize is open to investigators meeting the following criteria:
- Being a French citizen or a French resident for at least 5 years,
- Holding, as of January 1, 2017, his/her Ph.D. or M.D. for 15 years at the most and,
- Working in a French academic or clinical public research institution
- Up to age 45

Previous laureates of the APA Early Career Scientific Prize are not allowed to reapply for the Prize.

ARTICLE III. Overall process timetable

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Launch of the call for nominations</td>
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<tr>
<td>Deadline for nominations</td>
<td>May 15, 2017</td>
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<tr>
<td>Meeting of the Ad Hoc Committee</td>
<td>June 2017</td>
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<tr>
<td>Meeting of the APA Scientific Committee</td>
<td>June 27, 2017</td>
</tr>
<tr>
<td>Award ceremony</td>
<td>October 2017</td>
</tr>
</tbody>
</table>

Nomination process: April - May

Review process: June - October
ARTICLE IV. Nomination process

Nominations to the Prize can only be submitted by a peer. Self-nominations are excluded.

4.1 Required documents
In order to nominate a candidate, a peer will need to:
- fill out the nomination form,
- provide the CV (documenting the candidate’s academic records, professional experience, distinctions and awards, main lectures/presentations) and the full list of publications of the candidate,
- gather three letters of support (including one from the nominator).

All the documents must be submitted in English ONLY.

4.2 Electronic submission
The documents (5 MB max) must be submitted electronically as PDF files through the e-submission portal at http://www.agirpourlaudition.org/?p=2522 by May 15, 2017 at 5 PM (French time). No supplementary material other than the documents requested are accepted.

4.3 General considerations
Incomplete applications or applications not complying with the APA policies will be administratively rejected. Any misleading or false statements will render the application null and void. Late applications will not be accepted.

4.4 Acknowledgment of receipt
Upon receipt of the electronic application by APA, the nominator will receive an acknowledgment of receipt to the e-mail address provided in the nomination form.

4.5 Management of personal data
The required personal data is necessary to apply for the Prize, and may undergo computer processing but will be exclusively used by APA for the purpose of selecting Prize laureates. The personal data collected on each candidate during the nomination process are subject to the French Data Protection Act of January 6, 1978, as amended by the Act of August 6, 2004. In accordance with articles 39 and 40 of the said Data Protection Act, the candidate has the right to access, modify, rectify or delete his or her personal data upon written request to APA.

ARTICLE V. Peer-review process

The APA policies are intended to ensure that all nominations are evaluated on a fair and timely process, free of bias.

5.1 Admissibility and review process
APA verifies the admissibility of nominations and compliance with the present APA policies. Compliant nominations will be evaluated by an ad hoc selection committee composed of experts in Hearing Sciences external to the APA Scientific Committee. Once the ad hoc selection committee has completed its selection of candidates, the APA Scientific Committee¹ will select the two laureates of the Prize as the two reaching the absolute majority of votes from the APA Scientific Committee in their respective categories (i.e. clinical or basic science). In the event of a tie, the chair of the APA Scientific Committee will have the casting vote.

5.2 Evaluation criteria
Nominations will be evaluated using the following evaluation criteria:
- The quality of the candidate and his/her expertise, past experiences and achievements

¹ Click here for the composition of the APA Scientific Committee
The originality, quality and excellence of the candidate’s research or clinical work he/she was nominated for

- The promising research or clinical work of the candidate
- The impact of the candidate’s research on hearing health

The ad hoc selection committee as well as the APA Scientific Committee are sovereign in their deliberations, which are confidential and not subject to any appeal in any way by the nominator, his/her institution or the candidate.

If the quality of the nominations do not meet the APA requirements, the APA Scientific Committee is free to dismiss all the applications and not award any Prize.

The award recipients proposed by the APA Scientific Committee are subjected to the approval of the APA Board of Directors.

5.3 Breach of review

Candidates, nominators, as well as their institution’s representatives, may not contact any member of the ad hoc selection committee and the APA Scientific Committee regarding their application during the review process.

Failure to comply with this policy will create serious breaches of confidentiality and conflicts of interest in the peer review process that will lead to the administrative rejection of the nomination.

Members of the ad hoc selection committee and APA Scientific Committee are required to notify APA if they are contacted by an applicant.

ARTICLE VI. Award considerations

6.1 Prize amount

The amount of the Prize is set to forty thousand euros (40,000 €) per prize and qualifies as personal money (subject to tax regulation).

The corresponding wire transfer will be made a week after the award ceremony to the laureate’s bank account.

6.2 Prize conditions

The Prize will be awarded to the two laureates subjected to:

- the signature of the APA Charter of Commitments by each laureate, and
- the presence of the two laureates at the award ceremony on October 5, 2017 in Paris, France.

ARTICLE VII. Suspension, cancellation or adjournment of the call for nominations

If circumstances require it or for reasons beyond its control, APA reserves the right to modify the present policies or to suspend, cancel or adjourn the organization of the 2017 call for nominations of the APA Early Career Scientific Prize without affecting its liability. However, the Prize may no longer be cancelled after the plenary meeting of the APA Scientific Committee held to select the laureate, unless the APA Scientific Committee is unable to get to the Prize ceremony due to unforeseen circumstances.

ARTICLE VIII. Key dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Launch of the call</td>
<td>March 2017</td>
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<tr>
<td>Nomination deadline</td>
<td>May 15, 2017</td>
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<tr>
<td>Ad hoc committee meeting</td>
<td>June 2017</td>
</tr>
<tr>
<td>Scientific Committee meeting</td>
<td>June 27, 2017</td>
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<tr>
<td>Meeting of the Board of Directors</td>
<td>June 30, 2017</td>
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<tr>
<td>Prize notification</td>
<td>July 2017</td>
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<tr>
<td>Prize ceremony</td>
<td>October 2017</td>
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ARTICLE IX. Support

For assistance, contact the APA Chief Scientific Officer at: AGIR POUR L’AUDITION - 13, rue Moreau - 75012 Paris, France - e-mail: research@agirpourlaudition.org

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2 Costs related to the travel and accommodation of the laureate will be covered by APA