

## OUTPUT REGISTRATION OF ONGOING/ CLOSED PROJECTS

It is important for the Dutch Heart Foundation to be able to analyze the impact of our funded projects. Here for we monitor our projects and the applicants are responsible that output that is related to the funded project is registered in our grant management system. We collect different types of output, not only scientific publication, but also patents, research tools or databases, conference meetings, patient meetings, other funding etc.

We can use your results to measure if we reach impact with the research funded by the Dutch Heart Foundation and also we can inform our donors how the research funded leads to new/better diagnostic methods, new or better treatment options or even cure of cardiovascular diseases.

Please, only add Output that is **DIRECTLY** related with the results from this project.

For example: visits to conferences where no results of the project are presented should not be reported.

### Impact Areas and Indicators

Output is registered in five Impact areas with each a subset of Indicators (see table below). Each Indicator has a different set of fields that need to be filled in

| Impact areas |  | Indicators   |
|--------------|--|--|
| 1            | Generating new knowledge   | 1.1 Publications   |
|              |  | 1.2 Conference   |
|              |  | 1.3 Research tools and methods                             |
|              |  | 1.4 Research databases and models                          |
| 2            | Translating research ideas into new products and services          | 2.1 Intellectual property and licensing                    |
|              |  | 2.2 Spin out companies                                     |
|              |  | 2.3 Medical products, interventions and clinical trials    |
|              |  | 2.4 Software and technical products                        |
|              |  | 2.5 Artistic & Creative Products                           |
|              |  | 2.6 Other outputs & knowledge / future steps               |
| 3            | Creating evidence that will influence policy or other stakeholders | 3.1 Influence on policy, practice, patients and the public |
|              |  | 3.2 Engagement activities                                  |
| 4            | Stimulating further research via new funding or partnerships       | 4.1 Further funding  |
|              |  | 4.2 Collaborations and partnerships                        |
| 5            | Awards and recognition   | 5.1 Awards and recognition                                 |

## How to register an output?

You can create a new output via the button on the Application Dashboard. Hereafter you have a listview where all the granted proposals you are involved in are mentioned. All output can be created and submitted by applicants, workpackage leader or project managers of the project.

The screenshot shows the 'Applications Dashboard' interface. At the top, there is a navigation bar with three main icons: 'Edit Profile', 'Open Calls', and 'Create Change Requests/Output' (which is circled in red). Below this is a section titled 'Action needed on the following' containing a grid of nine cards, each with an icon and a title. The cards are: '0 Pre-Application Requires Attention', '4 Applications - Requires Attention', '0 Provisionally Granted Projects', '4 Required Signatures', '1 Intra-Consortium Agreement (ICA)', '0 Rebuttal', '6 Pending Reports', '1 Rebuttal Reports', and '1 Output' (which is circled in red).

Please be aware, that you have to submit each output separately. You can submit output anytime during the duration of the project and also when your project is 'closed'.

Please note: for publications it is mandatory that the Dutch Heart Foundation with the grant number is mentioned, otherwise we will decline the output. We also check if other types of outputs have a direct link, if this is not clear we will ask this.

## Submitting your Output

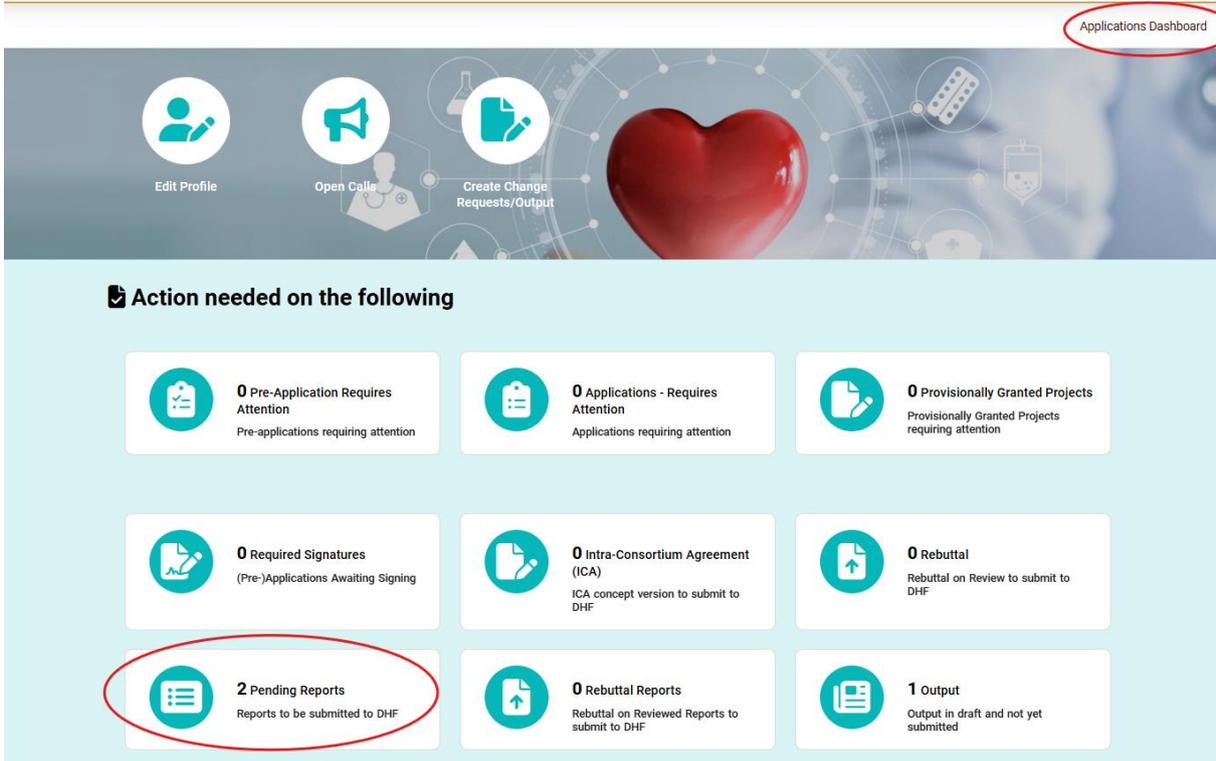
- Please choose the impact area and indicator.  
Note: Only after clicking the **Save Draft** button you are able to enter requested information for that impact area (e.g. details of the publication)
- Click **Save Draft** when you will not be submitting your output right away
- Submit the Output using the **Submit** button. Your request is now sent to one of our staff members who will review it.
- After your submitted Output is checked, we will either approve, we will ask for additional information or decline it. After approval no confirmation is sent. If we ask for additional information you will receive an email. In case of the latter, please edit and re-submit your activity. If we decide to decline your Output Activity no automatic email will be sent. If we notice that several publications are entered without mentioning the Dutch Heart Foundation or that several outputs do not have a direct link with the project, we will discuss this with the applicant.

## Alternative route via an report

If you are writing a Progress, Midterm or Endterm report you can also upload Output Activity. Please note that you **leave the report** if you choose to register an Output.

Please **save your report** before you choose to enter a new Output.

After registration of a new Output Activity you can open the report via the Application DashBoard and navigate to Pending Reports box and hereafter to the report you were working on.



Applications Dashboard

Edit Profile    Open Calls    Create Change Requests/Output

### Action needed on the following

|   |   |  |
|---|---|--|
|  <b>0</b> Pre-Application Requires Attention<br>Pre-applications requiring attention |  <b>0</b> Applications - Requires Attention<br>Applications requiring attention      |  <b>0</b> Provisionally Granted Projects<br>Provisionally Granted Projects requiring attention |
|  <b>0</b> Required Signatures<br>(Pre-)Applications Awaiting Signing               |  <b>0</b> Intra-Consortium Agreement (ICA)<br>ICA concept version to submit to DHF |  <b>0</b> Rebuttal<br>Rebuttal on Review to submit to DHF                                    |
|  <b>2</b> Pending Reports<br>Reports to be submitted to DHF                        |  <b>0</b> Rebuttal Reports<br>Rebuttal on Reviewed Reports to submit to DHF        |  <b>1</b> Output<br>Output in draft and not yet submitted                                    |