

American Partnership for Eosinophilic Disorders (APFED) Research Initiative and HOPE Research Grant Application



APFED is pleased to offer the HOPE research grant of \$150,000 (US) spanning 3 years. APFED is seeking **Letters of Intent for research proposals** leading to advancements in the understanding of eosinophil associated diseases (EADs). Grants in previous years have funded basic science and translational research that have the potential to improve the diagnosis and management of EADs. For the current HOPE grant, we welcome proposals from a broad array of research fields that include, but are not limited to, basic science research, clinical research, epidemiology, use of multicenter registries, and any other discipline that may promote our understanding of EADs.

Eligibility

Grant applicants must be: MD, DO, Nursing Doctorate, PhD, or MD/PhD AND full-time faculty at a medical school in the US or abroad.

Submission Deadlines

Letter of Intent must be received by September 30th, 2012. Selected investigators will be invited to submit a formal application/proposal by November 15th, 2012. One Grant will be awarded and announced by March 1, 2013. Letters should be emailed in a single pdf file to Kathleen Sable, APFED Director of Grants, at grants@apfed.org. Use this email address for questions as well.

Letter of Intent (LOI) Requirements

LOI should be no longer than 2 -3 pages and include:

- A summary of the project, including methodology
- A description of the investigators and collaborators (including Appendix B)
- Institutional commitments and contributions to support the proposed project
- Brief overview of budget
- Impact
- Brief statement of how the proposed project fits in with APFED's mission and goals

Formal Application Requirements

Invited submissions should be sent in a single pdf file as an attachment in an email to grants@apfed.org. The formal APFED HOPE Research Grant application should be organized as follows:

- I. Research Plan: Thorough statement of the applicant's proposed research plan, which must not exceed 5 pages (excluding figures and reprints) including:
 - a. Specific aims
 - b. Summary of methods and procedures
 - c. Preliminary data (if available)
 - d. Detailed proposed budget including all outside funding (received or pending)
 - e. Long range objectives – explain how applicant envisions results of project on future research projects
 - f. Documentation, if applicable, that the proposed research experience was approved by the Institutional Animal Care and Use Committee (IACUC) or human subjects Institutional Review Board (IRB) or equivalent of the applicant's institution.
- II. Facilities: Description of the facilities for research and training available to the applicant and needed for the project.
- III. Personal References: Letters of recommendation from three persons familiar with the applicant's qualifications must be included with the application. At least one letter must be from an individual not at the sponsoring institution.
- IV. Completion of Mandatory Disclosure Statement (Appendix A), and Contact Information for Applicant/ Institution Administrative Contact and Principal Investigator (Appendix B)

V. Additional Reporting, Tracking Sheets and Compliance Certificates found in Appendices D and E are requirements for Recipient of the APFED Hope Research Grant.

Selection: Review and decision will be made by the APFED HOPE Research Grant Review Committee and the APFED Board of Directors. The APFED HOPE Research Grant Review Committee will be formed for the purposes of reviewing applications for this specific grant and will be comprised of members of the APFED Board of Directors, Medical Advisory Panel and other certified members of the medical community as deemed appropriate by the APFED Board of Directors. The peer review process will be conducted with utilization of a scoring system similar to that used in grant review processes at the National Institutes of Health.

Use of Funds

The grant may be used for the purchase of supplies and services directly related to the approved research endeavors. Funds may also be directed to the salaries of technical personnel and other direct expenses as necessary for the completion of the research project. Funds may not be used for institutional indirect costs, investigator salary support or to acquire administrative or clerical support.

Terms for Grant Recipient

The recipient must develop and implement a basic, clinical, or health services research project focused on eosinophil associated disorders. Recipient must provide the APFED Grant Committee reports on the progress of the research project at six month intervals. The update will consist of a one to two page summary of what has been completed, what is currently underway and what is next. The update will be emailed to the grant committee at grants@apfed.org. Recipient will also submit a final report at the end of the 36 months outlining project results and anticipated next steps. Preference in awarding the grant will also be given to research projects that will be able to generate results or data to report at the end of the grant period. Complete detail on terms can be found on appendix B – Recipient Reporting Procedures for Principal Investigators.

Recipient must attend the APFED annual meeting at the end of the grant period and present project status and results. Research status and results will also be published in the APFED newsletter.

Announcement of the APFED HOPE Research Grant recipient will be placed in publications at the discretion of the APFED Board of Directors. Receipt of the APFED HOPE Research Grant does not preclude the applicant from obtaining grant support from other sources.

Other existing support cannot conflict with the requirements of the APFED HOPE Research Grant.

Support from the APFED HOPE Research Grant is to be acknowledged in all presentations and publications resulting from the APFED Grant sponsored research.

APFED may discontinue this grant if it is documented that the terms of the grant are not being fulfilled. In this event, the recipient will be notified in writing of this determination, the reason, and the effective date.

The APFED HOPE Research Grant is non-transferable.

Appendix A

MANDATORY DISCLOSURE STATEMENT – APFED GRANT REQUEST

Below you will find two statements, one of which should apply to you in connection with your grant application.

Please read the following statements, and after careful consideration, place a check in the space adjacent to the statement which applies to you. If you or your department(s) received anything of value* from a commercial entity or other party which relates directly or indirectly to this grant request, place a check in the first box. APFED does not view the existence of these interests or commitments as necessarily implying bias or decreasing the merit of the grant proposal.

1. I, or the department(s) with which I am affiliated, have received value* from a commercial entity or other party related directly or indirectly to the subject of this grant.

- _____ A. Research or institutional support from a commercial source(s) has been received
- _____ B. Miscellaneous non-income support, commercially derived honoraria, or other non-research related funding has been received
- _____ C. Royalties have been received

2. _____ Neither I, nor the department(s) with which I am affiliated, have received anything of value* from a commercial sponsor related directly or indirectly to the subject of my presentation.

*Any item, payment or service valued in excess of \$500.

Name (please print) _____

Signature _____

Date _____

Appendix B

APFED HOPE Research Grant Applicant Contact Information

Applicant/ Institution Administrative Contact

Signature:

Name:

Date:

Title:

Phone:

Address:

Principal Investigator

Signature:

Name:

Date:

Title:

Phone:

Address:

Appendix C Grant Recipient Reporting Procedures

The reports below should be submitted electronically to grants@apfed.org.

Progress Report

A Progress Report is due to APFED every six months during Grant distribution period beginning with Initial Progress Report due six months from the initial money distribution. Each Progress Report should contain the following:

- 1) **Narrative:** No more than two pages summarizing the work that has been done on the Project, describing what has been accomplished to date, any problems that have been encountered and any significant changes in the design of the Project from that described in the Grant application;
- 2) **Summary of the Expenditures:** What has been paid from the Grant to date.
- 3) **Budget:** Proposed project expenditures going forward.

Final Report and Compliance Certificate

The Final Report four months following the final grant money distribution. The Final Report should contain the following:

- 1) **Written report:** Describing the results of the Project.
- 2) **Summary of Expenditures:** Summary of actual vs. budget for the entire grant period.
- 3) **Listing of all publications and abstracts** (including any which may have been submitted but not published yet) relating directly to the Project. Copies of all publications issued prior to the date of the report shall be attached.
- 4) **Listing of all additional grants and pending applications** for grants made to advance or follow up on work initiated under the Project.
- 5) **A Compliance Certificate:** (See Appendix D) This completed Certificate should be included in front of the Final Report. This worksheet must be signed by the Project's Principal Investigator and the appropriate Institution official.

Post Funding Tracking Sheet

The Post Funding Progress Sheet is due six months following the final grant money distribution for the APFED HOPE Research Grant (See Appendix E). The Sheet will include the following:

- 1) General status update of the project
- 2) Listing of all publications, abstracts, awards or significant mentions and
- 3) Listing of all additional grants or commercial agreements relating to the Project.

Appendix D Grant Recipient Compliance Certificate

To Be Completed by Grant Recipient and included with Final Report no later than four months following final grant money distribution.

Administrative Information

Project Title: _____

Grant Year: _____

Grant Recipient Institution (Name and Address of Grant Recipient Institution should be the same as on Grant Application):

Applicant/ Institution Administrative Contact

Signature: _____

Name: _____

Date: _____

Title: _____

Phone: _____

Address: _____

Principal Investigator

Signature: _____

Name: _____

Date: _____

Title: _____

Phone: _____

Address: _____

Appendix E – APFED HOPE Research Grant Recipient Post-Funding Progress Sheet

To be completed six months following final grant distribution

Administrative Information

Grant Recipient _____

Institution: _____

Principal Investigator: _____

Project Title: _____

Grant Year: _____

APFED Grants (List):

Related notes and awards:

Follow On Grants (in association to this project):

Project	Source	Years	Amount

Please attach a separate sheet with detailed references for any of the following which emanate from the project:

- Publications
- Disclosures
- Licenses
- Patents
- Awards/Honors
- Other