

## SCCM-Weil Research Grant and Discovery Research Grant: Application Checklist

**This document is a checklist of requirements for applying through the online application portal. All proposals must be submitted through the portal. Email or printed applications will not be accepted.**

**All applications are due July 11 and must be completed by the applicant, not by the mentor.**

<b>SCCM-Weil Research Grant</b>	<b>Discovery Research Grant</b>
<b>Two grants of \$50,000 each</b>	<b>One grant of \$100,000</b>
Research areas: Basic, translational, or clinical; patients and families (survivorship and recovery); health services and delivery; education	Research areas: Translational or clinical; patients and families (survivorship and recovery); health services and delivery; education
Research completed within 12 months	Research completed within 12 months
Single-site clinical study	Multi-institutional study (collaboration between at least two institutions)
	Plan for engagement of early-career investigators, if applicable
	Discovery proposals that engage Discovery resources are prioritized (data coordination, clinical site coordination, and project management)

### Application requirements:

#### Background information

- Applicant's title and institution (both current institution and institution where proposed research will be conducted)
- Title of the proposed research
- Current research (project title, source, years, and amount funded)
- Other funding that has been secured or applied for to support this research activity
- Abstract (brief description)
- Whether applicant is an established or early-career investigator (early-career investigators are defined as those having no prior independent NIH funding of R01 or equivalent within 10 years of finishing their training)

- If the applicant is an established investigator, to be eligible for a Discovery grant, include plan of engagement of early-career investigator in the study.
- Administrative official to be notified if award is made (official's title, email address, and phone number)
- Documentation and attestation of disclosures of the investigator(s)

**Required PDF attachments:**

1. Research application (not to exceed six pages, Arial font, size 11 point or larger):
  - Study purpose and specific aims
  - Background and significance
  - Preliminary data, if any
  - Research design and methods, including:
    - o Design
    - o Setting
    - o Sample (size, size justification, inclusion, and exclusion criteria)
    - o Methods to achieve each specific aim
    - o Evaluation plan
  - Institutional review board (IRB) status
2. CV or biographical sketch (not to exceed three pages), including:
  - Education and training
  - Research experience
  - Publications written by both applicant and mentor relevant to the proposed research
  - Personal statement (why your experience and qualifications make you well suited to your role in the proposed research)
  - Positions and honors
  - Selected peer-reviewed publications relevant to the proposed research (published or in press only, no more than 15 publications)
3. Justified budget: Use the budget template available for download from the application portal. Include budget requirements.
4. Bibliography (not to exceed 75 sources)
5. Overview of modifications: If you are resubmitting a previous grant application, submit a one-page overview of the recommended modifications made to the original grant proposal.

**Additional PDF attachments (some required, some optional)**

1. Publications list (optional): Submit a list of up to five publications from either applicant's or mentor's previous work.

2. IRB letter, if applicable
3. For early-career investigators (required if you are applying as an early-career researcher who is including an SCCM member as research mentor, but optional if you are submitting as an early-career independent researcher):
  - Letter from mentor indicating that the mentor is prepared to provide adequate time to personally train you in the methods of scientific research (if applicable), that the mentor has prior experience with research fellows, and that the mentor has prior achievements as an independent investigator (if possible)
  - Statement from department or division head indicating that sufficient time to perform the proposed work will be protected from other clinical or administrative responsibilities
  - Two to four letters of recommendation from current or prior mentors, research advisors, or clinical professors
4. Discovery grant eligibility
  - Senior investigators must complete plan of engagement of early-career investigator in the study to be eligible for a Discovery grant (required only for senior investigators [limit 250 words])
  - Future plan for extramural funding for the study (required to be eligible for a Discovery grant [limit 250 words])
  - Statement of how this proposal would facilitate extramural funding for future multicenter studies involving Discovery (limit 250 words)

#### **Resubmission of Previously Submitted Grant Applications**

Any grant application that was previously submitted for any SCCM grant and not selected may be resubmitted twice. Indicate with your resubmission that the proposal is a resubmission. Proposals may be submitted a total of three times. A one-page overview of the recommended modifications to the original proposal must precede the body of the proposal. This one-page overview does not count as part of the body of the proposal.