

## Adult Congenital Heart Association Research Grant Application

The mission of the Adult Congenital Heart Association (ACHA) is to improve and extend the lives of the millions born with heart defects through education, advocacy and the promotion of research.

These research grants will be awarded to proposals most likely to advance ACHA's goal of achieving best possible outcomes for people with congenital heart defects (CHD).

Proposals may involve basic, translational, population-based, clinical, or other forms of research. Establishment of registries/programs will also be considered, but the main specific research questions anticipated to be addressed should be explicitly stated and a rigorous research plan must be included. In addition, anticipated sources of funding to maintain ongoing registries or programs should be discussed.

Please direct any questions about this Research Grant Application to Danielle M. Hile, ACHA's Director of Programs at [dhile@achaheart.org](mailto:dhile@achaheart.org).

### The Grant Application Process is as follows:

- ACHA will elicit a Call for Proposals from the research and medical community. (November 2018)
- Applicants shall complete the Research Grant Application and submit to ACHA by the due date. (11:59pm EST, January 16, 2019)
- Research Grant Proposals are reviewed by the grant review committee. Each proposal will be reviewed considering the following aspects: overall impact on the understanding of and care for adults with CHD, significance and innovation, approach and methodology, PI track record and qualifications, institutional environment and support, and likelihood of future funding. (March 16, 2019)
- After review, the grant review committee will make its recommendations known to the Board of Directors, and ACHA shall distribute available funds to the highest rated project(s) as determined by the recommendation of the grant review committee and the Board of Directors.
- Projects start (July 1, 2019)

### Eligibility, Faculty Grant:

- Two total grants up to \$32,500 per year for up to two years for direct costs with which to complete the research project, no indirect funding will be provided.
- No more than 50% of awarded funds for any given year can be used for personnel costs.
- Grant funds cannot be used to support PI salary.
- No more than \$1,500 total over the entire grant period can be used for travel, conference or publication costs.
- Investigators must hold a faculty position at a non-profit institution in the United States of America at the time of grant award. If a faculty position is not held at the time of application, a letter of support from the relevant department/institution confirming this will be the case at the time of grant award should be submitted.
- Demonstration of the principal investigator's (PI) ongoing dedication to research related to adults with congenital heart disease

42 **Eligibility, Fellow Grant:**

- 43 • One total grant up to \$10,000 for one year for direct costs only, no indirect costs will be funded.
- 44 • Post-graduate trainee in an ACGME accredited Residency or Fellowship training program in the United  
45 States of America with a specific interest in ACHD. Fellows in an Adult Congenital Heart Disease training  
46 program are encouraged to apply.
- 47 • Funds may not be used for Fellow salary support, travel or publication costs. The letter of support from the  
48 Fellow’s program director should include a statement of support for any such costs.
- 49 • The applicant must have a stated commitment towards pursuing a career in advancing the understanding  
50 of and care for adults with CHD. A description of this commitment should be included in the Personal  
51 Statement.

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53 **For All Grants:**

- 54 • *Research Grant Proposals are reviewed by the grant review committee. Each proposal will be reviewed*  
55 *considering the following aspects: overall impact on the understanding of and care for adults with CHD,*  
56 *significance and innovation, approach and methodology, PI track record and qualifications, institutional*  
57 *environment and support, and likelihood of future funding.*
- 58 • Grants will only be made in one or two year commitments. Applications requesting more than two years of  
59 funding specific for the grant will not be scored.
- 60 • Awardees will be invited/expected to present findings in oral or poster form at an ACHA Conference or a  
61 conference/other venue identified as appropriate by ACHA within 12 months of scheduled grant  
62 completion. Registration costs will be supported by ACHA. If invited/requested, the grant awardees will be  
63 expected to participate in one or two Webinars to disseminate knowledge to the ACHD community  
64 regarding ongoing research.
- 65 • At the time of application, the applicant must hold a post-baccalaureate degree and demonstrate ongoing  
66 engagement in ACHD research.
- 67 • At the time of application, the applicant must be a current registered [Professional Member](#) of ACHA.
- 68 • Ongoing engagement with the larger ACHD community, including patients and their families, is encouraged  
69 though it is understood the relevance and feasibility of this may vary between research projects.
- 70 • At the time of application, the applicant must have one of the following designations: United States citizen,  
71 permanent resident, pending permanent resident (any resident who has an approved I-765 form and has  
72 submitted an I-485 application with the United States Citizenship and Immigration Services), E-3 - specialty  
73 occupation worker, H-1B Visa - temporary worker in a specialty occupation, O-1 Visa - temporary worker  
74 with extraordinary abilities in the sciences, TN Visa – North American Free Trade Agreement professional,  
75 G-4 or J-1 Visa - family member of or employee of international organizations.

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**Evaluation Criteria (with estimated weight):**

- Significance & Innovation (45%): The research is in alignment with the mission of ACHA which is to improve and extend the lives of the millions born with heart defects through education, advocacy and the promotion of research. The research challenges existing paradigms and presents an innovative hypothesis and/or addresses a research gap, accelerates translational research, removes barriers and/or catalyzes the development of the field of Congenital Heart Disease (CHD), focusing on the adult population. The research develops or employs novel concepts, approaches, methods, tools and/or technologies.
- Approach and methodology (30%): The purpose of the research is clearly stated. The research rationale, methods, results and implications must be presented in a logical manner. Conclusions are grounded in the results. The proposed methods are sound and likely to successfully address the questions posed.
- Investigator track record and qualifications (10%): The P.I. and team members are immersed in the field of CHD and have a record of successful research in the field.
- Institutional environment and support (10%)
- Likelihood of future funding (5%)

100 **By submitting a proposal to ACHA, you, the principal Investigator, agree to the following:**

1. You accept full responsibility for the scientific and financial conduct of this project. You also attest that you will hold a faculty position at the time of grant award initiation for the Faculty Grant or that you are a current trainee if applying for the Fellow grant.
2. If you leave the institution(s) listed in this Research Grant Application, you will immediately inform ACHA. At that time, discussion will take place to determine if the remaining funds will follow you to the new institution, remain with the project at the initial institution or be entirely returned to ACHA. ACHA will have full discretion to make this decision.
3. Funding must be used for the specific purpose for which it is intended at an institution with “Not for Profit” status as determined by the United States of America Internal Revenue Service. Any funds not used specifically for the purpose of conducting this project shall be returned to ACHA at the end of the grant period.
4. For Faculty Awards, you must submit two reports to ACHA: the first is expected one year from the date of the award and the second at completion of the grant period (two years). Only one report is required, at the completion of the one-year study period, for PI or Fellow awards. These reports should include an accounting for all funds used, along with a progress report which summarizes the research accomplishments based on the specific goals of the project, and shall be submitted for review to ACHA. Second year funds will not be disbursed until after receipt and review of the one-year interim report. Abstracts or publications resulting from this funding must be attached to your status report as well. To knowingly falsify any data or report is a criminal offense.
5. Receipt of a grant award from ACHA shall in no way guarantee or obligate subsequent funding.
6. You will include the following statement shall be included in all publications, presentations, papers, etc., referencing that the research was **“Supported by a research grant from the Adult Congenital Heart Association.”** All such presentations or publications must be listed on each progress report, and any such products of the research produced after the grant period will be submitted to the ACHA in a timely manner.

- 125 This will be used both to document that ACHA funding was acknowledged and for publicity and fundraising  
 126 purposes.  
 127 7. Applications must be completed on the provided forms using standard, black, Arial 11-point font with  
 128 single-spacing and one-inch margins. All signatures should be in dark blue or black ink. All figures should be  
 129 black and white or grayscale.  
 130 8. If any part of the application is incomplete, formatting is not according to guidelines, or the application is  
 131 submitted after the deadline, the proposal may not be reviewed.  
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Individual	Printed	Signature	Date
<i>I agree to all of the terms and conditions stated above</i>			
<b>Principal Investigator #1</b>			
<b>Principal Investigator #2 (if needed)</b>			
<b>ACHD Fellow</b>			
I certify that if the Principal Investigator listed above is awarded a Research Grant, that I am the individual responsible for overseeing and tracking all grant money.			
<b>Financial Officer</b>			
As witness to signatures of Principal Investigator(s), ACHD Fellow and Financial Officer; I approve all facets of this Research Grant Proposal being performed by the above listed Principal Investigator(s)/ACHD Fellow.			
<b>Department Chairperson</b>			

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134 **Applications must be submitted in both Microsoft Word and PDF format to Danielle Hile, ACHA Director of**  
135 **Programs via email [dhile@achaheart.org](mailto:dhile@achaheart.org) accompanied with the following documentation, in the following order:**

136 1. Cover Letter (1 page) on institutional letterhead.

137 2. Research Grant Application

138 • **Faculty Award:** Total 9.5 pages maximum (+1 page for multicenter proposal):

139 ○ Grant application cover sheet = 1 page

140 ○ Lay Abstract = ½ page

141 ○ Aims = 1 page

142 ○ Research proposal = 7 pages

143 ■ Hypotheses, aims, statistical approaches and power/sample size estimates should  
144 be explicitly described. Preliminary data can be included though is not required.

145 The feasibility of the study (e.g., available equipment, expertise, or participants)  
146 within the study period should be defended.

147 ○ Multicenter description = 1 page

148 ○ References: unlimited.

149 • **Fellow Award:** Total 7.5 pages maximum:

150 ○ Grant application cover sheet = 1 page

151 ○ Lay Abstract = ½ page

152 ○ Aims = 1 page

153 ○ Research proposal = 5 pages

154 ■ Hypotheses, aims, statistical approaches and power/sample size estimates should  
155 be explicitly described. Preliminary data can be included though is not required.

156 The feasibility of the study (e.g., available equipment, expertise, or participants)  
157 within the study period should be defended.

158 ○ References: unlimited.

159 ○ In addition to the Application (not included in the page limit listed above), applicants for  
160 the **Fellow Award** must also submit (1) a 1 page, personal statement describing anticipated  
161 career path and commitment to ACHD research, (2) a letter of support from the primary  
162 mentor for the proposed research project, and (3) a letter of support from the applicant's  
163 training program director (or equivalent person) detailing support and guaranteeing  
164 adequate time and resources to complete the proposed research within the year of  
165 funding. This includes documentation of support for salary, travel, and publication costs.

166 3. Detailed Budget: Must list all anticipated costs for project. It shall be the discretion of ACHA as to what  
167 shall be considered an allowable cost.

168 4. NIH Biosketch (new format; max 5 pages) for the principal investigator, both for Fellow and Faculty grants.  
169 For the Fellow Awards, a biosketch should also be submitted for the Primary Mentor. The applicant may also  
170 include a biosketch for each of up to 4 additional selected key co-investigators or consultants (not required,  
171 at discretion of applicant to support the strength of the application).

172 5. Multicenter proposals should include a brief signed statement of anticipated participation from each  
173 proposed site investigator (no need for elaboration of support).

174 6. Proof of Tax Exempt Status: Include the institution's 501(c)3 form.