

1 **Adult Congenital Heart Association Research Grant Application**

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

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5 These research grants will be awarded to proposals most likely to advance ACHA’s goal of achieving best possible  
6 outcomes for people with congenital heart defects (CHD), focusing on new or start-up grants.

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

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13 *Please direct any questions about this Research Grant Application to the ACHA Info Line at [info@achaheart.org](mailto:info@achaheart.org)*  
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15 **The Grant Application Process is as follows:**

- 16 • ACHA will elicit a Call for Proposals from the research and medical community. *(December 2020)*
- 17 • Applicants shall complete the Research Grant Application and submit to ACHA by the due date. *(11:59pm*  
18 *EST, February 26, 2021)*
- 19 • Research Grant Proposals are reviewed by the grant review committee. Each proposal will be reviewed  
20 considering the following aspects: overall impact on the understanding of and care for adults with CHD,  
21 significance and innovation, approach and methodology, PI track record and qualifications, institutional  
22 environment and support, and likelihood of future funding. *(March/April 2021)*
- 23 • After review, the grant review committee will make its recommendations known to the Board of Directors,  
24 and ACHA shall distribute available funds to the highest rated project(s) as determined by the  
25 recommendation of the grant review committee and the Board of Directors.
- 26 • Projects start *(July 1, 2021)*

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28 **Eligibility:**

- 29 • A minimum of three total grants up to \$15,000 for one year for direct costs with which to complete the  
30 research project, no indirect funding will be provided.
- 31 • No more than 15% of awarded funds for any given year can be used for personnel costs.
- 32 • Grant funds cannot be used to support PI salary.
- 33 • No more than \$1,000 total over the entire grant period can be used for travel, conference or publication  
34 costs.
- 35 • Investigators must hold a faculty position at a non-profit institution in the United States of America at the  
36 time of grant award. If a faculty position is not held at the time of application, a letter of support from the  
37 relevant department/institution confirming this will be the case at the time of grant award should be  
38 submitted.
- 39 • Demonstration of the principal investigator’s (PI) ongoing dedication to research related to adults with  
40 congenital heart disease

- 41 • If a Fellow is applying, a letter of support from the Fellow’s program director should include a statement of  
42 support for any such costs.
- 43 • Post-graduate trainee in an ACGME accredited Residency or Fellowship training program in the  
44 United States of America with a specific interest in ACHD. Fellows in an Adult Congenital Heart  
45 Disease training program are encouraged to apply.
  - 46 • Funds may not be used for Fellow salary support, travel or publication costs. The letter of support  
47 from the Fellow’s program director should include a statement of support for any such costs.
  - 48 • The applicant must have a stated commitment towards pursuing a career in advancing the  
49 understanding of and care for adults with CHD. A description of this commitment should be  
50 included in the Personal Statement.
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52 **For All Grants:**

- 53 • *Research Grant Proposals are reviewed by the grant review committee. Each proposal will be reviewed*  
54 *considering the following aspects: overall impact on the understanding of and care for adults with CHD,*  
55 *significance and innovation, approach and methodology, PI track record and qualifications, institutional*  
56 *environment and support, and likelihood of future funding.*
  - 57 • Grants will only be made in one-year commitments, with the opportunity to submit a grant for  
58 future/continued funding.
  - 59 • Awardees will be invited/expected to present findings in oral or poster form at an ACHA Conference or a  
60 conference/other venue identified as appropriate by ACHA within 12 months of scheduled grant  
61 completion. Registration costs will be supported by ACHA. If invited/requested, the grant awardees will be  
62 expected to participate in one or two Webinars to disseminate knowledge to the ACHD community  
63 regarding ongoing research.
  - 64 • At the time of application, the applicant must hold a post-baccalaureate degree and demonstrate ongoing  
65 engagement in ACHD research.
  - 66 • At the time of application, the applicant must be a current registered [Professional Member](#) of ACHA.
  - 67 • Ongoing engagement with the larger ACHD community, including patients and their families, is encouraged  
68 though it is understood the relevance and feasibility of this may vary between research projects.
  - 69 • At the time of application, the applicant must have one of the following designations: United States citizen,  
70 permanent resident, pending permanent resident (any resident who has an approved I-765 form and has  
71 submitted an I-485 application with the United States Citizenship and Immigration Services), E-3 - specialty  
72 occupation worker, H-1B Visa - temporary worker in a specialty occupation, O-1 Visa - temporary worker  
73 with extraordinary abilities in the sciences, TN Visa – North American Free Trade Agreement professional,  
74 G-4 or J-1 Visa - family member of or employee of international organizations.
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76 **Evaluation Criteria (with estimated weight):**

- 77 • Significance & Innovation (45%): The research is in alignment with the mission of ACHA which is to improve  
78 and extend the lives of the millions born with heart defects through education, advocacy and the  
79 promotion of research. The research challenges existing paradigms and presents an innovative hypothesis  
80 and/or addresses a research gap, accelerates translational research, removes barriers and/or catalyzes the  
81 development of the field of Congenital Heart Disease (CHD), focusing on the adult population. The  
82 research develops or employs novel concepts, approaches, methods, tools and/or technologies.

- 83 • Approach and methodology (30%): The purpose of the research is clearly stated. The research rationale,  
84 methods, results and implications must be presented in a logical manner. Conclusions are grounded in the  
85 results. The proposed methods are sound and likely to successfully address the questions posed.
- 86 • Investigator track record and qualifications (10%): The P.I. and team members are immersed in the field of  
87 CHD and have a record of successful research in the field.
- 88 • Institutional environment and support (10%)
- 89 • Likelihood of future funding (5%)

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91 **By submitting a proposal to ACHA, you, the principal investigator, agree to the following:**

- 92 1. You accept full responsibility for the scientific and financial conduct of this project. You also attest that you  
93 will hold a faculty position at the time of grant award initiation (or that you are a current trainee if applying  
94 as a Fellow).
- 95 2. If you leave the institution(s) listed in this Research Grant Application, you will immediately inform ACHA.  
96 At that time, discussion will take place to determine if the remaining funds will follow you to the new  
97 institution, remain with the project at the initial institution or be entirely returned to ACHA. ACHA will have  
98 full discretion to make this decision.
- 99 3. Funding must be used for the specific purpose for which it is intended at an institution with “Not for Profit”  
100 status as determined by the United States of America Internal Revenue Service. Any funds not used  
101 specifically for the purpose of conducting this project shall be returned to ACHA at the end of the grant  
102 period.
- 103 4. For all Awards, you must submit reports quarterly to ACHA. These reports should include an accounting for  
104 all funds used, along with a progress report which summarizes the research accomplishments based on the  
105 specific goals of the project and shall be submitted for review to ACHA. Abstracts or publications resulting  
106 from this funding must be attached to your status report as well. To knowingly falsify any data or report is a  
107 criminal offense.
- 108 5. Receipt of a grant award from ACHA shall in no way guarantee or obligate subsequent funding.
- 109 6. You will include the following statement shall be included in all publications, presentations, papers, etc.,  
110 referencing that the research was **“Supported by a research grant from the Adult Congenital Heart**  
111 **Association.”** All such presentations or publications must be listed on each progress report, and any such  
112 products of the research produced after the grant period will be submitted to the ACHA in a timely manner.  
113 This will be used both to document that ACHA funding was acknowledged and for publicity and fundraising  
114 purposes.
- 115 7. Applications must be completed on the provided forms using standard, black, Arial 11-point font with  
116 single-spacing and one-inch margins. All signatures should be in dark blue or black ink. All figures should be  
117 black and white or grayscale.
- 118 8. If any part of the application is incomplete, formatting is not according to guidelines, or the application is  
119 submitted after the deadline, the proposal may not be reviewed.

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Individual	Printed	Signature	Date
<i>I agree to all the terms and conditions stated above</i>			
<b>Principal Investigator #1</b>			
<b>Principal Investigator #2</b> (if needed)			
<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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127 **Applications must be submitted in both Microsoft Word and PDF format to Danielle Hile, ACHA Director of**  
128 **Programs via email [dhile@achaheart.org](mailto:dhile@achaheart.org) accompanied with the following documentation, in the following order:**

- 129 1. Cover Letter (1 page) on institutional letterhead.
- 130 2. Research Grant Application
- 131 • Total 9.5 pages maximum (+1 page for multicenter proposal):
    - 132 ○ Grant application cover sheet = 1 page
    - 133 ○ Lay Abstract = ½ page
    - 134 ○ Aims = 1 page
    - 135 ○ Research proposal = 7 pages
      - 136 ■ Hypotheses, aims, statistical approaches and power/sample size estimates should
      - 137 be explicitly described. Preliminary data can be included though is not required. The
      - 138 feasibility of the study (e.g., available equipment, expertise, or participants) within
      - 139 the study period should be defended.
    - 140 ○ Multicenter description = 1 page
    - 141 ○ References: unlimited.
    - 142 ○ In addition to the Application (not included in the page limit listed above), applications
    - 143 from **Fellows** must also submit (1) a 1 page, personal statement describing anticipated
    - 144 career path and commitment to ACHD research, (2) a letter of support from the primary
    - 145 mentor for the proposed research project, and (3) a letter of support from the applicant's
    - 146 training program director (or equivalent person) detailing support and guaranteeing
    - 147 adequate time and resources to complete the proposed research within the year of
    - 148 funding. This includes documentation of support for salary, travel, and publication costs.
- 149 3. Detailed Budget: Must list all anticipated costs for project. It shall be the discretion of ACHA as to what
- 150 shall be considered an allowable cost.
- 151 4. NIH Biosketch (new format; max 5 pages) for the principal investigator, both for Fellow and Faculty grants.
- 152 For the Fellow Awards, a biosketch should also be submitted for the Primary Mentor. The applicant may also
- 153 include a biosketch for each of up to 4 additional selected key co-investigators or consultants (not required,
- 154 at discretion of applicant to support the strength of the application).
- 155 5. Multicenter proposals should include a brief signed statement of anticipated participation from each
- 156 proposed site investigator (no need for elaboration of support).
- 157 6. Proof of Tax-Exempt Status: Include the institution's 501(c)3 form.