

## KNIGHTS TEMPLAR EYE FOUNDATION, INC.

### PEDIATRIC OPHTHALMOLOGY CAREER-STARTER RESEARCH GRANTS

The Knights Templar Eye Foundation is committed to support research that can help launch the careers of clinical or basic researchers committed to the prevention and cure of potentially blinding diseases in infants and children. We support clinical or basic research on conditions that can be treated or prevented. Examples include amblyopia, congenital cataract, congenital glaucoma, retinopathy of prematurity, ocular malformations, congenital nystagmus, and other hereditary eye diseases such as retinal dystrophies or retinoblastoma. Proposals for support of basic research on the eye and development of the visual system are welcome but must be directly related to pediatric eye diseases.

The Knights Templar Eye Foundation, Inc. (KTEF) invites eligible investigators to submit applications for Pediatric Ophthalmology Career-Starter Research Grants for the next award period of July 1, 2012 to June 30, 2013. Deadline for receipt of the online submission of the application is midnight local time **Wednesday, February 15, 2012.**

### GUIDELINES FOR NEW APPLICATION

**(for competitive continuation funding, see guidelines below)**

1. The relevance of the specific research to the eye diseases of infants and children should be clearly and specifically described in the lay and scientific summaries and in a separate statement at the end of the application (see below).
2. Applicants should be at the beginning of their academic careers (defined as no more than seven years from completion of formal training, including postdoctoral fellowships). In their Biographical Summary applicants should indicate how many years have elapsed since completion of the formal training. An applicant must **not** hold an academic rank of Associate Professor or higher.
3. Awards will be restricted to investigators living and working legally in the United States or one of its territories. The institutions and all research must be located in the U.S. or one of its territories.
4. The applicant (Principal Investigator) must have received an M.D., Ph.D. or equivalent degree. The applicant must not be a current or past recipient of a single investigator NIH research reward (RO1, or R21), a business grant (SBIR and STTR) or have served as the Principal Investigator of a collaborative grant (R24, R15, or U10). The previous receipt of a K award does not disqualify an applicant.
5. The Project should have **no** budgetary overlap with any existing grants of the applicant (Principal Investigator). There must be a clear statement about how this project is distinct from prior or currently funded research of either mentor or applicant. The ‘young investigator’ designation only applies to those that may have been funded previously by a NIH institutional grant, e.g. training grant (T32), a mentored development award (K award) or an individual postdoctoral fellowship (F32). The applicant should **not** have had prior funding from KTEF (with one exception –see continuing application). No more than one grant will be awarded to an individual laboratory or preceptor each year.

6. The application must be authored by the Principal Investigator as an original research proposal. Preliminary data may have been generated in the mentor’s lab but the work must be different enough from what is being done in the mentor’s lab that the research could go with the applicant when he/she eventually establishes his/her own lab. Both the applicant and the mentor or advisor must sign a statement to this effect. The institution receiving the grant is responsible for assuring that the submission of the grant and the proposed research complies with institutional guidelines for scientific integrity and that the Principal Investigator will be appointed as a faculty member or trainee at the institution for the award period.
  
7. Applications will be accepted for only one year of funding with the project scheduled for completion during the year of funding. For the first time in 2012-13, competitive continuation funding will be available to new awardees in 2011. The maximum award is \$60,000 for one year. **KTEF will not pay indirect costs to the grantee institution.** The number of grants awarded per year will be determined by available funds.
  
8. A KTEF research grant is NOT simply a mechanism to fund a clinical pediatric ophthalmology fellowship or additional research personnel in a mentor’s lab without clearly documented evidence that the author of the application may be able to use the data generated from the KTEF supported project to secure independent funding for his or her career launch as a new clinical or basic researcher.
  
9. Funds are to be placed in an institutional account and may be used for partial or full salaries of investigators and technicians, equipment, purchase of animals, animal care, software and consumable supplies, and appropriate travel. The Knights Templar Eye Foundation, Inc. must approve, in advance, transfer of funds to another institution during the award period. The grant is attached to the applicant, not to the institution.
  
10. The application, as described below, should be in the following order:
 

a. Title Page	Page 1
b. Scientific Summary	Page 2
c. Lay Summary	Page 3
d. Biographical Summary of the Principal Investigator	Page 4
e. Biographical Summary of the Preceptor/Preceptee, if applicable	Page 5-8
f. General Plan of research activity (outline format)	Page 9
g. Research Proposal	Page 10-14
h. References	Page 15
i. Budget with justification	Page 16
j. Resources	Page 17
k. Current and Pending Research Funding of the Principal Investigator and, if applicable, of the Preceptor/Preceptee	Page 18-19
l. Letters of support from the Department Chair and Preceptor/Preceptee, if applicable.	Page 20-21
m. Relevance of the Research Proposal to Pediatric Eye Disease and Care	Page 22
n. Application Authorship statement	Page 23

11. The Title Page should include the name, address, phone number and email address of the Principal Investigator and the Preceptor/Preceptee, if applicable; the university/hospital affiliation of the Principal Investigator and Preceptor, if applicable; the name, address, phone number and email address of the Grants Officer for the institution; and the name and address to be placed on the check, if awarded.
12. The applicant should provide a Scientific Summary (not to exceed 250 words; see above) and a Lay Summary of the proposal (not to exceed 250 words; see above) for use in other publications and announcements of the award.
13. The Biographical Summaries should be in the NIH format, listing publications and past experience (nih.gov and under 'Funding for Research', go to 'Forms', then go to 'PAS 398', and then 'Biographical Sketch Format Page' and 'Biographical Sketch Sample').
14. The body of the Grant Proposal should **not exceed 10 pages** including any preliminary data. The proposal should be organized as follows: General Plan (or outline), Research Proposal including any preliminary data, References, Budget with justifications and Resources. If human subjects are involved, the IRB application status should be described in the Research Proposal section.
15. The section on Current and Pending Research funding of the Principal Investigator, if applicable, and the Preceptor in whose laboratory the research will be performed should be complete. The project should be original and not one covered by grants pending or previously awarded to the Preceptor/Applicant. If a related grant application to another organization is pending at the time of submission of the application, it is the responsibility of the applicant to relay the result of funding to KTEF before March 15<sup>th</sup> of the funding year.
16. The letter from the Chair should include an evaluation of the applicant as well as assurance that sufficient **laboratory space and other resources will be provided to the Principal Investigator for the award period**. For young investigators without independent support and/or working in the laboratory of a Preceptor, **the Preceptor (senior investigator) should submit a letter of support, with reference to laboratory space and other resources provided to the Principal Investigator for the award period**. Letters also should include an evaluation of the applicant with statements supporting the particular research project and justification for the funding requested in the application.
17. Each proposal, especially those with basic science methodology, must include an address to the Relevance of the Research Proposal to Pediatric Eye Disease and Care. This section is not counted as part of the 10 page limit for the basic application.
18. The font should be no smaller than 11 points and the margins no smaller than one inch.
19. The deadline for online submission of applications for the 2012-2013 award-period is midnight local time, Wednesday, **February 15, 2012**. The Scientific Advisory Committee will meet in March 2012 to select awardees.

**PLEASE SUBMIT THE APPLICATION ONLINE AT <http://dropbox.yousendit.com/ktef>**

**The entire application must be converted into a PDF and submitted as 1 file.**

**PLEASE ADDRESS ALL INQUIRIES REGARDING THE GUIDELINES FOR APPLICATION OR TERMS OF THE AWARD TO:**

Mr. Robert W. Bigley  
Knights Templar Eye Foundation, Inc.  
1033 Long Prairie Road, Suite, 5  
Flower Mound TX 75022  
Phone 214-888-0220  
Fax 214-888-0230  
Email: [manager@ktef.us](mailto:manager@ktef.us)

If awarded,

1. The presentation of the check to the Principal Investigator and Preceptor/Preceptee should be 'in person' by a representative of the Knights Templar Eye Foundation, ideally at an institutional event such as Grand Rounds, Resident's Day or Annual Meeting. The preceptor, if applicable, and the Chair of the Department should be present. Mr. Bigley schedules the event with the Principal Investigator and institution.
2. The recipient institution will be expected to issue a local 'press release' with the photo of the award presentation within 30 days of the presentation and send a copy to Mr. Bigley (above) of the KTEF. Failure of institutions to comply with this request will reflect negatively on applications from that institution in future years.
3. The institution will publish the photo of the presentation (with appropriate caption and include the lay summary) in a publication of the department or university. Awards may be clustered into one presentation (more than one award at the same institution) for the presentation.
4. All abstracts, posters (e.g. ARVO or other meetings) and publications describing findings of research supported by KTEF will acknowledge the source of funding.

**GUIDELINES FOR COMPETATIVE RENEWAL APPLICATIONS**  
**(available ONLY to awardees of KTEF Career Starter funding in 2011)**

**Deadline for Receipt of Competitive Renewal Application: February 1, 2012**  
**(midnight local time via online submission)**

**(PLEASE NOTE: THE APPLICATION DATE IS 2 WEEKS BEFORE NEW APPLICATIONS)**

<http://dropbox.yousendit.com/ktef>

**A. Description and Eligibility**

1. In 2012, for the first time, the KTEF is making competitive renewal funding available. Such Funding:
  - a. Consists of only one additional year of support for the original project and original PI. Transfer of the grant from one institution to another will only be considered if the funding remains with the original grantee and is dealt with on a case-by-case basis
  - b. The maximum continuation funding will be \$60,000 but only the amount needed should be requested.
  - c. Only renewal applications supported by data derived from the first 7 months of the 2011 grant will be considered.
2. Competitive continuing grants **CANNOT**:
  - a. Be used to support a new topic or different area of research not strongly supported by data from the original grant
  - b. Be used to support a different PI on the same project even if the initial project is successful (the purpose of these grants is individual career development –not long term support of any particular research project)

**B. Application: (12 point Times New Roman font, 1” margins)**

1. The application process is short (strictly limited to 5 pages + Face Page).
  - a. Page 1.....Abstract (one page, 500 words max)  
Outline of Abstract (page 1)
    - i. Title and Author(s) (*ARVO format*)
    - ii. Purpose (*brief statement of the problem and summary of the Goals and Objective from the original grant*)
    - iii. Methods (*summary taken from original grant*)
    - iv. Results
    - v. Plans for Extension of Project into Second Year
    - vi. Significance of entire project and the requested extension
  - b. Page 2-4.....Data presented with up to 3 pages of figures, graphs and tables as necessary
  - c. Page 5.....Letter to the KTEF Scientific Advisory Committee from the PI explaining how the extension of the original grant will impact his/her long-term goals including commitment to translational research in children’s eye diseases.