

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, 2014 to June 30, 2015. Deadline for receipt of the online submission of the application is midnight CST **Wednesday, January 15, 2014.**

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. The Applicant should be at the beginning of his/her academic career (defined as no more than seven years from completion of formal training, including postdoctoral fellowships). In his/her Biographical Summary, the Applicant should indicate how many years have elapsed since completion of formal training. The 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. All research described must be conducted at institutions of higher learning located in the U.S. or one of its territories.
4. The Applicant 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 (R01, or R21), a business grant (SBIR and STTR) or have served as the Principal Investigator of a collaborative grant (R24, R15, or U10). PIs or former PIs of a multi-PI grant are ineligible for this Knights Templar funding mechanism. 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. There must be a clear statement of how this project is distinct from prior or currently funded research of either the mentor or applicant. The 'young investigator' designation only applies to those that may have been funded previously by an 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 Guidelines for Competitive Renewal). No more than one grant will be awarded to an individual laboratory or preceptor each year.

6. The application must be authored by the Applicant as an original research proposal. Preliminary data may have been generated in the mentor's lab but the work must be different enough from that being done in the mentor's lab that the research could be transferred 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 Applicant 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. 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. The successful application will include clearly documented evidence that the author of the application will be able to use the data generated from KTEF support to secure independent funding for his or her career launch as an independent clinical or basic science investigator.
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 Applicant	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 Applicant and, if applicable, of the Preceptor	Page 18-19
l. Letters of support from the Department Chair and Preceptor, 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

*Note that the research Proposal may only be five pages in length, using appropriate font size, margins and spacing. Applications containing Research Proposals that exceed this length will not be reviewed.
11. The Title Page should include the name, address, phone number and email address of the Applicant and the Preceptor, if applicable; the university/hospital affiliation of the Applicant 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 (not to exceed 250 words; see above) of the proposal for use in KTEF and 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 'PHS 398', and then 'Biographical Sketch Format Page' and 'Biographical Sketch Sample').
14. The body of the Grant 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 Applicant, if applicable, and the Preceptor in whose laboratory the research will be performed, must be completed. The project should be original and not one covered by grants pending or previously awarded to the Applicant or Preceptor. 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 15th 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 Applicant 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 Applicant 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. Proposals must include a statement addressing the Relevance of the Research Proposal to Pediatric Eye Disease and Care.
18. The font should be Times New Roman no smaller than 11 points and the margins no smaller than one inch.
19. The deadline for online submission of applications for the 2014-2015 award period is midnight CST, **Wednesday, January 15, 2014**. The Scientific Advisory Committee will meet in March, 2014, to evaluate applications and select awardees.
20. A sample of the Authorship Statement:

Application Authorship Statement

We the undersigned hereby declare that the 20xx Knights Templar Eye Foundation grant proposal titled: *<title of grant proposal>*; was authored in its totality by the Applicant, *<PI name>*, who is a *<xxxxxx Example-Postdoctoral Fellow>* at *<Institution>*.

We declare that this is an original research proposal, which has no overlap with any grants currently being held by *<PI name>*, or *<Preceptor>*.

PI: *<PI name>* (electronic signature)

Preceptor: *<Preceptor>* (electronic signature)

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

If awarded,

1. The presentation of the check to the Applicant and Preceptor 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. The Knights Templar representative will schedule the event with the Applicant and institution.
2. The recipient institution will be expected to issue a local ‘press release’ with a 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 make a good faith effort to publish a photo of the presentation and lay summary in a publication of the department or university. Awards may be clustered into one presentation/publication (more than one award at the same institution).
4. All abstracts, posters (e.g. ARVO or other meetings) and publications describing findings of research supported by KTEF will acknowledge KTEF as the source of funding.

GUIDELINES FOR COMPETITIVE RENEWAL APPLICATIONS

(Available ONLY to awardees of KTEF Career Starter funding in 2013)

**Deadline for Receipt of Competitive Renewal Application: February 3, 2014
(midnight CST via online submission)**

(Please note: the application deadline is 2 weeks after the date for new applications)

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.

A. Description and Eligibility

1. In 2012 the KTEF began competitive renewal funding. Such Funding:
 - a. Consists of only one additional year of support for the original project and original Applicant. 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 2013 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 Applicant 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)

If you are applying for a Competitive Renewal grant this will serve as the progress report from the previous years Career Starter Grant. If you are not applying for the Competitive Renewal you must submit a progress report for the previous years Career Starter grant for the remainder of the funds to be sent.

B. Application: (no smaller than 11 points 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 text, figures, graphs and tables as necessary
 - c. Page 5Budget along with percentage of effort of the Applicant.

- d. Page 6.....Letter to the KTEF Scientific Advisory Committee from the Applicant 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.
- e. Page 7.....The letter from the Chair should include an evaluation of the Applicant. 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.** Letters should also include the progress of the Applicant with statements supporting the particular research project and justification for the additional funding requested in the application.
- f. Page 8.....Provide a statement as to whether additional or alternate funding for the project has been obtained since the date of submission of the original starter grant.