



**Jay Grosfeld, MD Scholar Grant
American Pediatric Surgical Association Foundation**

**Application Guidelines
2022**

I. GENERAL POLICIES

A. Purpose

The American Pediatric Surgical Association (APSA) Foundation encourages the efforts of early career pediatric surgeon-scientists by providing support for projects that will broaden the horizon of the recipient in a fashion not otherwise readily achievable and for which funds may not be available from usual sources. ***The APSA Foundation welcomes proposals for support of projects that include clinical, basic science, translational, comparative effectiveness, quality improvement, education, pediatric trauma – causes, effects, and social issues (e.g., gun-related issues, child abuse), and health care delivery research, as they relate to the surgical sciences or to the delivery of pediatric surgical care.*** Projects can be supplemental to the ongoing research efforts of the applicant but should provide an extra dimension that will enhance or enrich the recipient, an institution, a community, children, or society in general.

B. Eligibility

Individuals eligible to apply for an APSA Foundation grant include:

- Regular members of APSA
- Individuals who have completed an Accreditation Council on Graduate Medical Education (ACGME)- or Royal College of Surgeons of Canada (RCSC)-accredited pediatric surgery fellowship but are not yet Regular Members of APSA:
 - Candidate Members or applicants for Candidate or Regular membership in APSA must be sponsored by an APSA Regular member
 - Pediatric surgery fellows enrolled in an ACGME-approved program or RCSC- equivalent training program who are not Candidate Members or membership applicants must provide verification of enrollment by the training program director and must be sponsored by an APSA member
- Ideal candidates should be within 5-8 years of their initial faculty appointment at the level of assistant professor.
- Previous APSA Foundation grant recipients and those with independent principal investigator grant funding at the level of an NIH R01 or above are ineligible. Those with a mentored NIH award (e.g., K) may apply for an APSA Foundation grant.

C. Application

The online application portal opens on December 15, 2021. The deadline for submitting all application materials is **Monday, February 18, 2022**. It is important that the application be in the form specified. While research proposals submitted elsewhere are welcome, sending copies of applications submitted to the NIH and elsewhere rather than using the APSA Foundation submission forms is not acceptable.

D. Letters of Support

All applications should include a letter of support from the chief of pediatric surgery, surgeon-in-chief or department chair. If that person is not an APSA member, an additional letter of support from an APSA member sponsor should be included. Additional requirements for the support letter are in section B. Letters of support should document commitment of facilities, space, equipment, other resources, and time available to conduct the proposed project (suggest minimum of 25% protected time).

E. Review Process

Each application will be reviewed by multiple members of the APSA Research Committee. All applications will be scored based on investigator, significance, innovation, approach, and environment criteria per NIH guidelines. The top scoring abstracts will be separated into two research categories: (1) basic science/translational and (2) clinical. The aim of the APSA Foundation leadership is to award 3 scholarships per year assuming available funds.

F. Application Due Date

The deadline for receipt of applications is **February 18, 2022**.

II. GRANT PREPARATION

A. Amount and Duration of Grant

Award amount is \$25,000. Grants are usually approved for one year, but a no-cost extension of unused funds may be granted for use during a second year under special circumstances based on progress in Year 1. When warranted by the special nature of the project or personal circumstances, awards may be approved for a shorter duration, or rarely, may be interrupted for periods of variable duration.

B. Narrative

Format: The proposal should not exceed 8 typewritten pages, Arial 11 font, and 1-inch margins. The proposal should be written in a style appropriate for a reviewer who may not be an expert in the applicant's field of research.

1. Research Design: Applications should include the following:
 - a. **Background information:** Briefly provide an overview and current knowledge gap on the subject. Include any pertinent preliminary data that you have collected.
 - b. **Specific Aims:** List the specific aims of the proposed research or project and how it may enhance or enrich the care of children or the surgical sciences.
 - c. **Significance:** What is the potential importance of the proposed project? Discuss any novel ideas or contributions that the project offers. Make very clear the health-related implications of the research and why the project will enrich or enhance the care of children and/or the surgical sciences.
 - d. **Innovation:** Does the application challenge and seek to shift current research or clinical practice paradigms in pediatric surgery by utilizing novel concepts, methodologies, or interventions?
 - e. **Approach:** Give details of the research plan, including the methods, species of animals (when applicable), and techniques to be used; the data you expect; and the means by which the data will be analyzed or interpreted. If clinical studies are involved, give details on study design, patient selection, considerations regarding

sex and race, and pertinent aspects of patient care. Describe the principal experiments or observations sequentially in the order they are planned. A copy of the approved IACUC and/or IRB review form(s) should be submitted for research projects involving animals and human subjects, respectively. Preliminary data to demonstrate project feasibility is encouraged.

- f. **Timeline:** Indicate a tentative schedule of the main steps of the investigation within the project period.
2. Facilities Available
Briefly list the facilities available for this project, including laboratories, clinical resources, office space, animal quarters, etc. List major items of equipment currently available for this project.
3. Other Support
Identify other funding available to the investigator or available in the same institution or laboratory for the project requested.

C. **Budgetary Considerations**

1. Personnel
The APSA Foundation will not provide support for base salaries or supplemental earnings for faculty. However, salary support for research support staff and temporary secretarial services related to the project may be acceptable when justified.
2. Consultants
Support will generally not be provided for consultants. However, if consultants are absolutely required, name each consultant and their affiliation, and indicate the nature of the consultant service to be performed. Indicate expected rate and total consultant fees, travel per diem, and related costs for each consultant as one total sum.
3. Supplies
Supplies are defined as disposable items that are to be consumed during the period of the approved grant or project. Give a brief account of expected needs.
4. Equipment
Any equipment request must be restricted to items specifically needed to complete the work and requires explicit justification. Major pieces of equipment should be provided by the institution where the work will be done.
5. Office Equipment
Office equipment may not be purchased using APSA Foundation funds.
6. Animals and Animal Care
Animal research costs including animal purchase and maintenance should be itemized separately. Animal care must follow NIH institutional guidelines.

7. Patient Care
Any patient care costs must be itemized and justified separately.
8. Travel
Travel will be supported only if essential to the project, out of the investigator's local area, or in instances where it is vital to the conduct of an in-house project. Travel costs must be explicitly justified.
9. Publication Costs
Publication costs will not be supported.
10. Duplicating
The cost of reproducing materials directly related to the project may be covered, including reprints required for progress reports or for acquisition of information essential to the project,.
11. Technology Costs and Statistical Analysis
Technology costs, including statistical analysis, may be supported when necessary to the project.
12. Indirect Costs
APSA Foundation awards do not provide institutional indirect costs.
13. Justification of Budget
Explain any unusual expense on a separate page following the detailed budget form.

D. Curriculum Vitae

The Principal Investigator must submit a complete curriculum vitae and bibliography. A listing of all current grant support should be included in the CV, using the following format:

Title:
Principal
Investigator:
Funding Period:
Funding Source:
Amount:
Percent of time devoted to project:

III. AWARDED PROJECT PROCEDURES

A. Announcement of Awards

Final determination of awards will be announced at the 2022 American Pediatric Surgical Association Annual Meeting. Applicants will also be notified via email. The grant recipient will be expected to present the results of the project at the 2023 APSA Annual Meeting.

B. Budget Changes

Categorical transfers will be considered during the time a grant is active. Requests for changes in budget category must be transmitted to the APSA Foundation office for approval. Any unused funds at the completion of the project must be returned to APSA Foundation.

C. Reports

A six-month narrative progress report is required by February 1 of the following calendar year. A final narrative progress report is due within 60 days of the end of the grant year. Each report should be limited to two pages and include:

1. Title of project and project number
2. Investigator's name
3. Dates of support covered by the report
4. List of publications, articles in press or manuscripts in progress. (2 copies of all published materials should accompany the report.) Publications must give credit to funding by the APSA Foundation.
5. Narrative
 - a. Objectives
 - b. A description of the studies carried out during the year and their relationship to the objectives.
 - c. An assessment of how this project has served to enhance or enrich ongoing current activity (i.e., clinical, educational, managerial or research)

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