



# P R E E C L A M P S I A

*foundation*

## Vision Grant Application General Instructions

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All applications must be signed by the Applicant, Sponsor and Sponsoring Institution's authorized official.

All applications must be submitted in English. If you are an international applicant and not able to accommodate the technical requirements of the Application process, please contact the Preeclampsia Foundation at least three weeks prior to application deadline for support.

Collate the application in the following order and be sure to submit it as one PDF file:

1. Completed application (pages 1-15 from Specific Instructions)
2. Statements (page 16 from Specific Instructions)
  - a. Biohazards Statement (projects which do not involve Biohazards must so state)
  - b. Human Investigation Statement (projects which do not involve Human subjects must so state).
  - c. Laboratory Animals Statement (projects which do not involve laboratory animals must so state)
3. Signature page (page 17 from Specific Instructions)
4. Appendices (page 18 from Specific Instructions)
  - a. Applicant's Curriculum Vitae
  - b. Sponsor's Curriculum Vitae (limit to 2 pages, use NIH format)
  - c. Sponsor's letter of support (use of sponsor is optional by the investigator. If a young or relatively inexperienced investigator submits the grant, sponsorship is recommended).
  - d. Three (3) letters of reference, one of which may be by sponsor.
  - e. Applicant's "Letter to a Patient"

Please name your file "VG2010-lastname" (where "last name" is the last name of the applicant) and email it **AS ONE PDF DOCUMENT** to [VisionGrants@preeclampsia.org](mailto:VisionGrants@preeclampsia.org).

Please type your name and institution on the top of each page when submitting your application. The application must be received complete by May 17, 2010. Incomplete or late

applications will not be considered, nor will applications that are not submitted as one PDF document.

## REMINDERS

1. Proposed research projects must be directly related to **preeclampsia**. Proposals that do not propose to study pregnant human subjects or specimens derived from pregnant human subjects will need to CAREFULLY justify the relevance of the project to the improved understanding of preeclampsia – pathophysiology, diagnosis or management – that will potentially translate into enhanced pregnancy outcomes.
2. All applications MUST contain statements relevant to human investigation biohazards and the use of laboratory animals.
3. Applicants may choose to secure a Sponsor for his/her proposed research project. The Sponsor's role is to assure (on behalf of the institution, that the specific aims of the project are met and to present the institution's role in the development of the applicant's career).
4. Confirmation of receipt of your application will be provided by return e-mail only.

The Preeclampsia Foundation Medical Advisory Board will review all applications and recommend a “short list” of finalists, based on a standardized scoring system; the final determination is made by the Preeclampsia Foundation’s Board of Directors. Following the determination, grantees will be notified and a contractual agreement will be forwarded for signature by the grantee, the sponsor and the sponsoring institution. Funding will commence January 1, 2011. The institution will be responsible for disbursing the funds to the grantee in accordance with the budget submitted with the application. Review of grants will not be available.

## Reporting

A mid-year Progress Report (no more than one page) and a Final Report will be expected, which should include a description of completed work, summary of expenditures and future plans. Copies of abstracts submitted and manuscripts accepted for publication should be submitted to the Foundation.

In addition to submitting a final report, the recipient will be expected to attend our annual gala *Saving Grace – A Night of Hope*, on November 6, 2010, in Seattle, Washington, to receive his/her award. A \$300 travel stipend, a ticket to the event, and one night’s hotel accommodation can be provided by the Foundation for this purpose, if needed. In addition, recipients will be interviewed for our newsletter and will be asked to provide full credit to the Preeclampsia Foundation in any media or publications.

From time-to-time, additional initiatives may warrant your participation, as your schedule allows, as a means of promoting the Vision Grant program and the Foundation’s commitment to advancing research in this field. Our success in future fundraising will be dependent on the Foundation’s ability to demonstrate scientific productivity.

## Vision Grant Application Specific Instructions

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Follow these instructions to organize the application.

- Use one-side pages, single-spaced, using standard, black, 12-point font
- Include applicant's name and institution on the TOP of each page of the application
- Number each page consecutively
- Black and white diagrams and drawings are recommended

### **PAGE 1**

DATE

PROJECT TITLE

SPECIFIC AMOUNT REQUESTED (UP TO \$25,000)

Name of Applicant

Degree

Current Address

Telephone Number

Fax Number

E-mail address

Sponsor Name

Sponsor Address

Sponsor Telephone Number

Sponsor Fax Number

Sponsor e-mail address

Checks made payable to:

Institution

Financial Officer

Address

Telephone Number

### **PAGE 2**

Non-Technical Abstract (100 words - single space)

Technical Abstract (100 words - single space)

### **PAGE 3**

Approximately what portion of your time will be devoted to:

Research  
Teaching  
Clinical Work  
Administration  
Other (specify)

List all active and pending research support for the Applicant. Include all individual and institutional support available for the proposed work during its duration. For each item, please give:

Source of support  
Identifying number  
Project title  
Name of Principal Investigator  
Annual direct costs  
Total period of support

#### **PAGE 4**

List three (3) additional individuals who are familiar with your past work and/or training and who are providing letters of recommendation.

Name/Title  
Institution  
Address  
Telephone#  
E-mail address

*NOTE: Letters of recommendation should be included in the Appendices section.*

#### **PAGES 5-14**

Provide a detailed description of the proposed project. Limit to ten (10) pages including tables, figures, etc.

Specific aims  
Background  
Methods and procedures  
Relevance and significance of project to the medical issues of preeclampsia patients  
Facilities available to you  
Previous experience pertaining to this research

*NOTE: References are not included in this page limitation*

## **PAGE 15**

Please prepare a budget for the proposed work. While the grant may be used to support research personnel where appropriate, funds may not be used to support salaries of Investigators. Due to the small size of the Grant travel cannot be funded.

If this Grant is to be used to collect preliminary data for a larger project, please outline the budget for the entire project.

## **PAGE 16**

Biohazards statement. Projects which do not involve biohazards must so state.

Human investigation statement. Projects which do not involve human materials/subjects must so state.

Laboratory animals' statement. Projects which do not involve laboratory animals must so state.

Please attach copies of all relevant institutional reviews, (e.g. Human Subjects).

## **PAGE 17**

The following text shall be at the head of this page:

"This application has been reviewed by \_\_\_\_\_ (department / institution name) and its submission is hereby approved."

NOTE: Application is considered incomplete and therefore invalid, without the following signatures and information.

1. Authorized Institutional official's signature along with official's printed name & title
2. Applicant's signature and printed name
3. Sponsor's signature with printed name and title/position
4. Name, address, telephone number of fiscal officer to contact regarding budget and payments (no signature required)

## **PAGE 18 - APPENDICES**

Please attach the following appendices:

Applicant's curriculum vitae

Sponsor's curriculum vitae (limit 2 pages – use NIH format)

Sponsor's letter of support

Letters of reference

Letter to a patient – As a patient advocacy organization, we care deeply about advancing preeclampsia research for the sake *patients*. Please write a *brief* letter of relevance to the woman or family of a woman who has suffered a loss or near loss due to preeclampsia. If you do not know somebody who has been personally impacted, feel free to read some of the stories on our website for inspiration ([www.preeclampsia.org/share.asp](http://www.preeclampsia.org/share.asp)). Consider addressing how funding your project would make a difference to patients in the short term? In the long term? If applicable, how will this grant impact your career in the context of preeclampsia?