APPLICATION DESCRIPTION & INSTRUCTIONS

Dear Applicant:

Attached, please find the guidelines and instructions for the American Academy of Pediatrics Section on Cardiology and Cardiac Surgery Research Fellowship Award, made possible by an educational grant from The Children’s Heart Foundation. This $35,000 award will provide funding for an individual in a pediatric cardiology fellowship training program or cardiothoracic surgery training program to conduct basic or clinical scientific research.

Please answer the questions on the title page, then collect the information asked for in subsequent pages. Do not exceed specified page limitations. Then upload your documents using the link below or on the website.

https://form.jotform.com/Subspecialty/SOCCSResearchFellowshipAward2019

Please note the submission deadline is due by April 8, 2019

If you have any further questions, please contact Vivian Thorne directly at vthorne@aap.org or 630.626.6669. Thank you.

Sincerely,

Christopher Snyder, MD, FAAP
Chair, Executive Committee
Section on Cardiology and Cardiac Surgery
GENERAL DESCRIPTION

The purpose of the Section on Cardiology and Cardiac Surgery Research Fellowship Award is to promote high quality research related to cardiovascular disease in the young. The grant will provide support for research training to a pediatric cardiology fellow or pediatric cardiothoracic surgical fellow who has demonstrated an aptitude for and an interest in basic science or clinical research. Candidates who are or will be trainees in an accredited US pediatric cardiology or pediatric cardiovascular surgery training program are eligible.

The award will be judged on the following criteria:

- Scientific merit
- Aptitude of the applicant for research
- Research and training environment in the institution
- Strength of mentorship
- Possibility of future funding
SECTION ON CARDIOLOGY AND CARDIAC SURGERY
2019-2020 RESEARCH FELLOWSHIP AWARD

Sponsored by The Children’s Heart Foundation

SPECIFIC GUIDELINES

The Award
The Award is designed to provide funding for investigation by a trainee in pediatric cardiology or cardiothoracic surgery involving hypothesis driven clinical or basic research that will lead to improved understanding of a basic mechanism of or an improved treatment modality for cardiovascular disease in the young. It is the express intention of this award to support trainees who are in the process of developing investigative, academic careers.

The Investigator
The investigator should be a trainee who has demonstrated aptitude for clinical or basic science. The applicant must be a pediatric cardiology fellow or cardiothoracic surgery resident in an accredited U.S. training program for the period of the award. The investigator must have a PhD, or an M.D., D.O. degree or foreign equivalent. The Investigator must be a U.S. Citizen or have a permanent visa. A letter from the Mentor/Sponsor (see Preparation of the Application) must address the applicant’s program for the year of funding. In addition, the Chief of Pediatric Cardiology or Pediatric Cardiothoracic Surgery letter of support must include a commitment of sufficient time to allow completion of the project during the year of support. Applicants whose projects are limited to bench research will be expected to spend a minimum of 75% of their time in the laboratory. The recipient and mentor/sponsor must be members of the Section on Cardiology and Cardiac Surgery at the time of award presentation (October 2019).

Career/Mentoring Plan
The application should include a detailed career mentoring plan for the applicant. This should include, but not be limited to, an elucidation of the types of positions that the applicant expects to hold in the four years following the grant period. The application should clarify the role of this Research Fellowship Award in achieving the long-term career goals of the applicant.

The Mentor/Sponsor
The mentor/sponsor is the mentor and the administrative link between the investigator and the institution. The mentor/sponsor should be a full-time faculty member of an academic institution. He or she may be from the basic science or clinical faculty and may have either the M.D., D.O., or PhD. A mentor/sponsor should have demonstrated 1) expertise in the area of science proposed by the investigator; 2) a commitment to training of academic pediatric cardiologists or cardiothoracic surgeons as evidenced by a list of previous trainees, 3) commitment to the project and career development of the applicant, and 4) productivity as evidenced by publications and peer reviewed grant support.

Change of Sponsor
If during the course of the year, the mentor/sponsor changes, the American Academy of Pediatrics must be notified in writing immediately. The investigator must designate another
mentor/sponsor, supply the mentor/sponsor's NIH biosketch (including previous trainees) and a letter indicating his or her willingness to serve in this capacity. The letter should identify any problems created by the change in mentor/sponsor and provide a detailed and specific plan on how they will be solved.
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Budget

The Award is for $35,000. There are no indirect costs. The funds may be used for 1) investigator’s salary, 2) supplies limited to this project, or 3) minor equipment limited to this project and costing less than $500 per item. The funds must not be used for 1) salary other than the investigator’s, or 2) consultant fees, 3) service contracts, 4) patient related clinical tests, 5) books, 6) subscriptions to journals, 7) construction, 8) dues, 9) items generally considered to be overhead (i.e. telephone, lights, etc.), or 10) publication costs. The successful applicant is required to attend the American Academy of Pediatrics National Conference and Exhibitions in October 2019 in New Orleans, LA to accept the award and the American Academy of Pediatrics National Conference and Exhibitions in October 2020 in San Diego, CA to present the results of the research. The applicant’s institution must commit to providing sufficient travel funds for the successful applicant to attend both meetings.

Grant funds may be re-budgeted. Any transfer of funds for a different expense in excess of $1000 must be authorized by the American Academy of Pediatrics. The request must fully describe the transfer and how the funds will be used. This letter must be co-signed by the grantee institution’s fiscal officer as well as the investigator and mentor/sponsor. Subsequent financial reports must reference these transfers.

Method of Payment

Grant payments are disbursed quarterly to the institution.

Concurrent Funding

The applicant may receive support from other local, state, or national agencies so long as she or he can clearly demonstrate no overlap in the budget. Any potential sources of additional funding must be disclosed in the application.

Reapplication or Revised Application

Revised applications are not allowed. The unfunded applicant may reapply with a new proposal. Each application must stand alone and will be evaluated on its own merits.
Grant Timetable

April 8, 2019  Deadline for receipt of application
June 3, 2019  Notification to Investigator and institution
July 1, 2019  Initiation of the Award
October 2019  Presentation of Award during the National Conference & Exhibition - New Orleans, LA
June 30, 2020  Termination of the Award
August 1, 2020  Scientific Progress Report due
August 31, 2020  Final Financial Report due
October 2020  Presentation of research results at the National Conference & Exhibition - San Diego, CA

The awardee must attend the Section on Cardiology and Cardiac Surgery Scientific Session and educational program at AAP’s annual meeting, the National Conference and Exhibition (NCE), in the year of funding (October 2019) to accept the award and to present his or her results in the year of the grant termination (October 2020).

Scientific Progress Report
One month after the termination of the Award, a final scientific progress report must be submitted (maximum three pages single-spaced) including plans for future research in the area.

Grant Review
The Co-chairs of the Research Committee of the AAP Section on Cardiology and Cardiac Surgery will lead the grant review study section. After receipt of the applications, the chairs will assign reviewers to each proposal. Applications that are submitted after the deadline and applications that remain incomplete after the deadline will not be considered. The assigned reviewers will constitute the study section. The group will then meet to score the applications and decide the relative priorities of the applications. One Award will be made per year.
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Preface

Grants-in-Aid are awarded to nonprofit institutions with the requisite basic facilities for research and with experienced investigators on the faculty. In accepting an Award, the principal investigator, the sponsor, and the institution assume an obligation to expend grant funds for the research purposes set forth in the application. The grantee institution is further obligated to administer the Award in accordance with all regulations and policies governing this program by the American Academy of Pediatrics.

Ethical Standards

With respect to human and animal experimentation, the principal investigator, the sponsor, and the executive officer of the sponsoring institution must affirm: (1) that the investigations involving human subjects proposed and subsequently carried out in the application have been endorsed by the clearly identified appropriate body of the sponsoring institution; and (2) that any research involving human subjects will conform ethically with the guidelines prescribed by the National Institutes of Health (NIH) including the provision of suitable explanation to human subjects or their guardians concerning the experimental design and all significant hazards, so that they may be in a position to provide appropriate and informed consent prior to the investigation; and (3) that research involving animals should conform with the current "Guide for the Care and Use of Laboratory Animals", NIH publication DHHS, USPHS, and has been approved by the Institutional Animal Care and Use Committee; and (4) that wherever applicable, the research protocol will be reviewed and approved by the institution’s biohazards committee, as well as conforming to NIH guidelines. The American Academy of Pediatrics endorses the guidelines and recommendations as set forth in "The Maintenance of High Ethical Standards and the Conduct of Research", adopted by the Association of American Medical Colleges, June 24, 1982.

Liability

The American Academy of Pediatrics will not assume responsibility for and the institution will indemnify and hold harmless the American Academy of Pediatrics from any lawsuit, claim, judgment, damages, awards or malpractice arising from research or investigations related to this award.

Proprietary Research

While patentable discoveries will be respected, it is not within the spirit of this Award to pursue proprietary research.
Publications

It is the American Academy of Pediatrics policy that results of research be made available to the public without restriction through appropriate scientific channels. All publications resulting from work carried out during the tenure of this grant must carry the following statement "This work was supported by a Grant-in-Aid from the American Academy of Pediatrics".

Research Publicity

The following principles and procedures should be followed in publicizing results arising from research supported by the Academy: the principal investigator is encouraged to report to the public on both the nature and objectives of the research work, as well as on actual results, in the interests of developing public understanding and support for cardiovascular research. Results of the principal investigator's work should not be publicized in the mass media before they have been publicized in a scientific journal or presented at an appropriate scientific meeting. The principal investigator is encouraged to acknowledge Academy support in public statements to civic and other lay groups.
American Academy of Pediatrics GRANT POLICIES

Accounting

Financial administration of a grant should be in accordance with accepted accounting procedures. Supporting records of grant expenditures must be in sufficient detail to indicate clearly the nature of expenditures.

Financial Report

A financial report must be submitted within 90 days of termination of a grant. These reports must be accompanied by a check for the balance of any unexpended funds. Failure to submit a financial report by the due date may jeopardize future funding for the grantee's institution by the American Academy of Pediatrics.

Audit

The financial officer of the institution agrees to make available to the Academy all accounting records of disbursements on any Academy grant upon due notice of the Academy.

Deficits

The principal investigator and the fiscal officer cannot expend funds in excess of the amount awarded. Under no circumstances will the Academy allocate additional funds to cover a deficit.

Early Termination

If an investigator is unable to comply with the terms of the Award for any reason, the American Academy of Pediatrics should be notified immediately in writing. A financial report as well as progress report of work accomplished must be submitted with a check for any free and unobligated balance within 60 days of termination.

This Research Fellowship Award is made possible by an educational grant from The Children’s Heart Foundation.