

PILOT RESEARCH GRANT PROGRAM

PURPOSE

The Pilot Research Grant Program is designed to fund research in areas identified by the SIR Foundation (formerly CIRREF) as important to the advancement of cardiovascular and interventional radiology and patient care. These grants generally address a specific hypothesis or generate preliminary data that could be used to justify or strengthen subsequent comprehensive applications to Federal funding agencies. Grants may be used to support the initial research efforts of faculty and those who have limited research experience.

AWARD

Awards of up to \$25,000 per year will be made for pilot or seed grant-type projects that test a new idea or help support a new area or direction of research.

ELIGIBILITY

Grants are available to full-time faculty and trainees enrolled or accepted into a fellowship program, with a M.D. and/or Ph.D., or equivalent degree in educational institutions in the United States and Canada. Applications from non-SIR members will be considered. Such grants are required to have significant input and involvement by an SIR member. Applicants must be citizens of the United States or Canada or have permanent resident status as recognized in the country in which they reside. Permanent residents should submit documentation of this status.

APPLICATION PROCEDURES

Applicants should propose research that advances the science of cardiovascular and interventional radiology. The application must contain a detailed research plan, including a one-year budget for the planned research with funding sources indicated. All funds requested in the application must be fully justified. Insufficient justification or failure to describe completely the sources and use of other funds available to the investigator will result in

deferral or disapproval of the application. Requests for continued funding beyond one-year require the submission of a new grant application. There is a maximum of two-years of funding on any given project. A letter from the department chair (for faculty applicants) or fellowship director (for fellow applicants) must be provided that indicates approval of application, comments on the merit of the project, and explains the extent to which the department is supporting the applicant's research in terms of funding and/or available facilities. It is important that the chair's letter indicate commitment to support the salary of the applicant during the research period. Application deadlines are December 15. Applications received after the deadline and incomplete applications will be returned to the applicant without review. Include the original and five copies when submitting applications.

REVIEW CRITERIA

Completed applications will be distributed by the SIR Foundation Grant Review Committee to external reviewers with expertise in the particular field of the proposed investigation. Applicants may suggest potential non-biased reviewers. Applications will be judged on the scientific merit of the proposal, the qualifications of the applicant, and the adequacy of the resources available to do the work. In addition, letters of support from industry and/or memorandums of understanding with collaborators will be taken into consideration. Applicants will be notified in writing of the Grant Review Committee's decision.

PAYMENT SCHEDULE

The application review process takes approximately twelve (12) weeks. Funds will be available approximately sixteen (16) weeks following submission of a successful application. The awarded funds will be transmitted to the institution for the support of the grant recipient and the program. Funds will be distributed in three installments: 50% at the

start of the project, 40% upon receipt of the six-month progress report, and 10% upon receipt of the final report in manuscript format. The Foundation does not pay institutional indirect costs or overhead costs.

AWARD GUIDELINES

Budget expenses can be used for materials and supplies, equipment, service function charges (e.g., pathology costs or reasonable imaging machine time charges), and publication costs. Travel expenses, faculty salaries, consulting expenses, and institutional indirect costs, construction expenses, and secretarial or office expenses will not be funded. If the project involves the use of human subjects, animals, or biohazards, documentation of approval from the appropriate institutional review board(s) (IRB) must be provided before an award can be funded. Grant recipients will not be eligible for concurrent support through other The Foundation Research Grant Programs.

REPORTS

An interim progress report is required after the first six (6) months of the program. This report should be a one-page synopsis of the progress, unforeseen problems, and results to date. A final written report must be submitted within sixty (60) days of the program's completion. The final report must be in manuscript format using as a guide the publication information for authors for the *Journal of Vascular and Interventional Radiology (JVIR)*. In addition, it is anticipated that recipients will present their research results during the SIR Annual Scientific Meeting.

PUBLICATIONS

Scientific abstracts and manuscripts resulting from SIR Foundation-supported research must be submitted first to the SIR Annual Scientific Meeting to be considered for presentation and/or to JVIR to be considered for publication. Five (5) reprints of each publication containing results of studies funded by the Foundation should be sent to the Foundation. All posters, publications, and oral presentations must contain the appropriate acknowledgment of the SIR Foundation's support.

NO-COST EXTENSION

An extension of the term of the grant may be requested for up to twelve (12) months beyond the original ending date of the grant. The approval of an extension does not include the award of additional funds. The request for the extension must be made in writing to the Vice-Chairman of the SIR Foundation at the Foundation's address before the expiration of the original grant period. The request must state the reason for the extension, the length of the extension (not to exceed twelve [12] months), and should be co-signed by the Department Chair or other authorized official. Other requests for changes to the terms of an award should be addressed to the Vice-Chairman of the SIR Foundation with similar documentation and institutional approvals.

MODIFICATION OR TERMINATION OF SUPPORT

The SIR Foundation reserves the right to modify or terminate the amount of any funds granted under the terms of the Pilot Research Grant Program. Generally, such action would be based on the awardee's receipt of support from sources other than the Foundation which might (1) limit the ability of the recipient to successfully complete the terms of the award or (2) obviate the recipient's need for funding from the Foundation. In the event that the awardee relocates to a different institution, a request in writing to relocate the grant must be made to the Vice-Chairman of the SIR Foundation at the Foundation's address. The SIR Foundation will continue funding provided the awardee is guaranteed support and facilities from the new institution (i.e., letter from Department Chair, appropriate equipment and facilities, and IRB approval, if applicable).

GRANT APPLICATION FORMAT

All the items detailed below must be included in the application before it will be considered. Incomplete applications will be rejected or deferred until the requested information is provided. Except where otherwise indicated, the application should be typed, single-spaced on 8 1/2 x 11 inch paper. Margins should be no smaller than 1 inch all around, and the type should be no smaller than 12 pt.

Title Page:

Title of research project.

Name, faculty position, and department of principal investigator, as well as other professional personnel collaborating in the research project.

Brief abstract (ten [10] to twenty [20] lines), with keywords underlined.

Beginning and termination dates of proposed expenditures.

Total funding requested.

Signatures of principal investigator and department chair or fellowship program director.

Text of Application:

Description of Research Plan: (LIMIT—TEN (10) PAGES FOR SECTIONS 1–5) The applicant must present his/her research logically and clearly and show that the proposed research is meaningful.

Specific Aims: State in a concise and explicit manner what is/are the specific aim or aims and hypotheses being tested by the research. (approximately 1/2 page)

Background and Significance: State why the work proposed is important. Briefly identify what others have done and what gaps in existing knowledge will be filled by the results of the proposed research. (approximately 2 pages)

Preliminary Data: This section is optional, but it can be used to provide any data or information you have to strengthen your hypothesis and/or research methods or approaches. (approximately 1–2 pages)

Methods: Discuss the experimental design and procedures to be used to test the hypothesis or accomplish the specific aims of your project. Be complete with your descriptions and relate individual methods and approaches to the specific aims previously described. While the

applicant may safely assume that the reviewers are familiar with current methodology, reviewers will not make the same assumption about the applicant. Thus, it is not sufficient to state, for example, that a "variety of stent devices will be evaluated." The reviewers will want to know which type of stents and what techniques will be employed, as well as the rationale for using the particular devices.

The burden of proof is on the applicant to show, through a succinct explanation, that he or she understands and is capable of handling the research methodology. If new procedures and protocols are proposed, describe advantages over existing methodologies. Indicate what quantitative measures will be used to record and analyze the data. Indicate whether statistical considerations have been employed in designing the studies and/or in analyzing the data, and provide the specific statistical method. (approximately 4–6 pages)

Potential Difficulties, Limitations, or Anticipated Problems: Discuss any potential or anticipated difficulties, problems, or limitations and measures that will be taken to address or overcome them.

6. Human or Animal Subjects and Biohazards: Provide information regarding institutional approved human, animal, or biohazard protocols.

7. Budget Proposal: List budget items in the following main categories and give details and justification of the items in each category.

- Consumable supplies including animal costs.
- Equipment: Identify each item, show unit cost, and explain why it cannot be borrowed.
- Other expenses (only those costs essential to the conduct or reporting of the research). Funds requested to support the salary of technicians, students, or support personnel working on the project must be well justified.
- Describe any additional funding or facilities currently available to the applicant. Include any funds the applicant is seeking that are relevant to the proposed research.
- Total

Literature Cited.

Supporting Material:

Brief biographical sketch of all investigators. (Not to exceed two pages for each investigator). This should include a description of the applicant's current position, educational background, training, experiences, awards, honors, and publications.

A letter from the department chair (for faculty applicants) or fellowship director (for fellow applicants) that:

Indicates approval of application.

Comments on the merit of the project.

Explains the extent to which the department is supporting the applicant's research in terms of funding and/or available facilities. It is important that the chair's letter indicate commitment to support the salary of the applicant during the research period.

Attach letters of confirmation from company(s) providing materials needed to complete the proposed research.

Please Send Completed Applications to:

Director of Research
SIR Foundation
10201 Lee Highway
Suite 500
Fairfax, VA 22030

Info@sirfoundation.org
P – (703)691-1805
F – (703)691-1855