

# National Ataxia Foundation

## Application for Research Grant

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### Introduction

The National Ataxia Foundation was organized in 1957 in the state of Minnesota as a voluntary non-profit health organization. One of its primary goals is to promote and support research to find the cause, treatment, and cure for the hereditary and sporadic ataxia.

In its continuing efforts to find the cause, treatment, and cure for the ataxias, the National Ataxia Foundation (NAF) provides limited, short-term financial support of ataxia research.

This application document includes NAF policies and guidelines relevant to its research program. It should be detached from the award application and used as a reference guide to completing the actual grant application.

### Description

NAF research grants are for new and innovative studies that are relevant to the cause, pathogenesis or treatment of the hereditary or sporadic ataxias.

Due to the larger availability of funding for Ataxia-Telangiectasia (A-T), those research proposals will receive a lower priority. However, a higher ranking will be given to those Ataxia-Telangiectasia research studies which lend themselves to an overall better understanding of the ataxia process.

Research grants are offered primarily as “seed monies” to assist investigators in the early or pilot phase of their studies and as additional support for ongoing investigations on demonstration of need. It is hoped that these studies will be further developed to attract future funding from other sources. Grants are awarded for one year only.

The average funds granted will be up to \$15,000 but funding may be considered for up to \$30,000 for projects deserving special consideration.

The title of each study funded by NAF, the name of the principal investigator, institution, city, and state will be published on our web page, in our newsletter, annual report and wherever NAF feels appropriate.

Each grant application must include a lay summary that will be used as NAF wishes and should not contain confidential information. The other parts of the grant application are considered confidential and will only be released to members of the review committee, NAF staff and Board of Directors.

### Guidelines

**NEW for 2018** – the total number of pages has been reduced – one page for the Aims of the project and no more than 3 pages for background and significance, preliminary studies, with figures, and the research plan.

**Indirect costs are prohibited from being applied to NAF grant awards.**

**Primary Investigators salaries may not be paid from this award.**

**The National Ataxia Foundation will retain the right to unilaterally cancel any awards for non-compliance or non-performance.**

**Awards are not transferable.**

**No-cost extensions will not be granted.**

## **Pre-Submission of Application**

**Please submit a brief e-mail with your intentions to apply for NAF funding, including a full title, and a one-page abstract with the researcher name on the abstract of your research proposal, on or before July 17<sup>th</sup> to [susan@ataxia.org](mailto:susan@ataxia.org).**

## **Submission of Application**

**E-mail the completed application as a single PDF file attachment to [susan@ataxia.org](mailto:susan@ataxia.org) with the last name of the researcher in the subject line of the email. Electronic signatures will be accepted.**

## **Deadline**

**Letter of Intent Due: July 17, 2017 by 5:00 p.m. CDT.  
Application Due: August 15, 2017 by 5:00 p.m. CDT.**

Review by Board of Directors: December 1-24

Written notification of applicant: December 26-31.

*Please do not call NAF about the status of your grant.*

Dates of proposed project should be Jan.1- Dec. 31, 2018.

## **Review**

All applications are reviewed and then evaluated by a committee, appointed by NAF's Research Director. Members of NAF's Medical and Research Advisory Board participate in the review. This committee will score and prioritize all grants received by the deadline. The Board of Directors will consider their recommendations for the final approval and funding.

Funding of awards is based on availability of funds, the priority score assigned to each application, and the relevance to the ataxias.

## **Payment**

Awards are for one year only. Checks or electronic transfers will be issued by calendar year-end and sent either directly to the researcher or to the person named in the application. Electronic payment is preferred.

Non-funded applicants will also be notified at this time.

## Publications

When a paper or exhibit by an awardee, based on the work supported by an NAF grant, is published or presented before a scientific organization, two copies of the paper or a description of the exhibit should be sent to the National Ataxia Foundation.

All papers, posters and press releases shall carry a credit line to the National Ataxia Foundation. In addition, a copy of any press release regarding the study funded by NAF should also be e-mailed to NAF at [susan@ataxia.org](mailto:susan@ataxia.org).

## Reports

A final scientific report is to be submitted to the National Ataxia Foundation within four (4) months of completion of the research project or the anniversary date of funding.

In addition to the scientific final report, a layperson final summary is also required. The National Ataxia Foundation takes seriously its responsibility to report to its members on the use of their research contributions. Therefore, the layperson final report will be published in the organization's newsletter, *Generations*. This summary must be written in such a manner as to be understood by the average layperson and should not contain privileged or unpublished information.

**APPLICATION FOR RESEARCH GRANT  
TO THE NATIONAL ATAXIA FOUNDATION**  
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**SECTION 1 – ADMINISTRATIVE INFORMATION**

<b>Principal Investigator:</b>	
<b>Title or Position:</b>	<b>Degrees:</b>
<b>Institution:</b>	
<b>Department:</b>	
<b>Mailing Address:</b>	<b>Telephone:</b>
	<b>Email:</b>
	<b>Fax:</b>

<b>Full Title of Research Proposal:</b>	
<b>Abbreviated Title of Research Proposal:</b>	
<b>Dates of Proposed Project:</b> January 1, 2018 - December 31, 2018	<b>Total Amount Requested in US\$:</b>
<b>Name, Title, Address of Person to Whom Checks should be mailed:</b>	

The undersigned agree to 1. Acknowledge support from National Ataxia Foundation in any publication resulting from an award, 2. Submit final reports within four (4) months after the end of the support period. Copies of reprints or manuscripts supported by this grant shall be made available to the National Ataxia Foundation.

\_\_\_\_\_  
Signature of Principal Investigator \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Official Representing the Applicant Institution \_\_\_\_\_  
Date

**Principal Investigator:**

**Abbreviated Title of Research Proposal:**

**SECTION II – Research Plan Summary**

**Full Title of Research Proposal:**

**Abstract of Research Plan:** (Do not exceed the space provided) This is meant to serve as a description of the proposed work when separated from the application. If funded, this may be made public so should not include confidential information.

<b>Principal Investigator:</b>
<b>Abbreviated Title of Research Proposal:</b>

**SECTION II – Research Plan Summary, cont. (2)**

<b>Full Title of Research Proposal:</b>
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**Lay Summary:** (Do not exceed the space provided) This lay summary, which should be written in such a way to be understood by the average layperson, may be used and published as NAF sees fit.

<b>Principal Investigator:</b>
<b>Abbreviated Title of Research Proposal:</b>

**SECTION III – Budget for 12 Month Grant Period**

Personnel			Amount Requested		
Name, Official Title, Department	Role on Project	% Effort	Salary	Fringe Benefits	Total
		<b>Subtotal</b>			

<b>Consultant Costs:</b>		
		\$

<b>Equipment: (Itemize)</b>		
		\$

<b>Principal Investigator:</b>
<b>Abbreviated Title of Research Proposal:</b>

**SECTION III Budget for 12 Month Grant Period, Cont. (2)**

<b>Supplies (Itemize briefly by category)</b>	
	\$

<b>Travel (Explain briefly)</b>	
	\$

<b>Other Expenses (Itemize briefly by category)</b>	
	\$

<b>TOTAL DIRECT COSTS FOR PROPOSED PROJECT</b>	
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**NOTE: The National Ataxia Foundation does not allow indirect costs or PI salaries to be paid from research grants awarded.**



<b>Principal Investigator:</b>
<b>Abbreviated Title of Research Proposal:</b>

**SECTION IV – Biographical Sketch**

Please provide the following for all key personnel. A copy of this page should be completed for each individual.

Name:	Position/Title:
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Education/Training: Begin with baccalaureate or other initial professional education.

<b>Institution &amp; Location</b>	<b>Degree</b>	<b>Years</b>	<b>Field of Study</b>

**Research and Professional Experience:** Concluding with present position, list, in chronological order, previous employment, experience, and honors.

List, in chronological order, the titles, all authors, and complete references to all publications during the past three years and representative earlier publications pertinent to this application. If the list of publications in the last three years exceeds two pages, select the most pertinent publications.

<b>Principal Investigator:</b>
<b>Abbreviated Title of Research Proposal:</b>

**SECTION V – Other Research Support**

List all other research support of the principal investigator, including requests now being considered as well as any proposal which the principal investigator plans to submit to other potential funding resources. Also, include current or pending contracts, fellowship awards, research career awards, and training grants. Amounts shown reflect total fund awarded or pending over the entire grant periods indicated in the final column.

There is no form page for other support. Information on other support should be provided in the format shown below.

<b>Name of Individual:</b>		
<b>Active or Pending:</b>		
<b>Project Number (Principal Investigator):</b>	<b>Dates of Approved/Proposed Project:</b>	<b>Percent Effort:</b>
<b>Source:</b>	<b>Annual Direct Costs:</b>	
<b>Title of Project (or subproject):</b>		
<b>The Major Goals of this Project are:</b>		
<b>Overlap (summarized for each individual)</b>		

<b>Principal Investigator:</b>
<b>Abbreviated Title of Research Proposal:</b>

## **SECTION VI – Research Plan**

1. Summary of specific aims (one page)
2. Background and significance \*
3. Preliminary studies, with figures \*
4. Research plan \*
5. Literature cited
6. Consultant and collaborative arrangements (if applicable)
7. Human subjects' information (if applicable)
8. Laboratory animals (if applicable)

**\* Items 2 – 4 may not exceed 3 pages. (10–12-point font size)**

**Please email the completed application as a single PDF file attachment to [susan@ataxia.org](mailto:susan@ataxia.org) with the last name of the researcher in the subject line of the email. Electronic signatures will be accepted.**

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2600 Fernbrook Lane, #119  
Minneapolis, MN 55447-4752**

**Phone: 763-553-0020**

**Fax: 763-553-0167**

**Direct: 763-231-2742**

**Email: [susan@ataxia.org](mailto:susan@ataxia.org)**

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