

**Instructions for Completing an Application for an
American Society of Nephrology Career Development Grant** (Carl
W. Gottschalk Research Scholar Grant, Norman Siegel Research Scholar Grant, John Merrill
Grant in Transplantation, The Halpin Foundation-ASN Research Grant, and The NephCure
Foundation-ASN Research Grant)

November 2011

Questions? Please contact ASN at (202) 640-4660 or grants@asn-online.org.

Next Application Deadline: Friday, January 27, 2012 at 4:00 p.m. EST

Only active ASN members are eligible to apply.

Applicants will automatically be considered for any of the five ASN Career Development Grants. There is no need to complete separate applications.

Purpose

The goal of American Society of Nephrology (ASN) Career Development Grants are to help young faculty to foster evolution to an independent research career by providing transition funding toward successful application for a National Institutes of Health (NIH) R01 grant or equivalent.

The Halpin Foundation-ASN Research Grant supports research on topics in immunology and genetics directly relevant to human membranous nephropathy. The research proposal must include an explanation of how the proposed research is relevant to human membranous nephropathy.

The NephCure Foundation-ASN Research Grant supports research that is determined to be relevant to the following research areas: understanding the cause, mechanism and treatment of primary forms of idiopathic focal segmental glomerulosclerosis (FSGS), as well as investigations of the mechanisms of normal glomerular biology or pathobiology that can be applied commonly to all forms of glomerular disease. These investigations will be applicable to identifying treatments of minimal change disease (MCD) and primary FSGS.

Preference for the **Norman Siegel Research Scholar Grant** will be given to a pediatric investigator.

Preference for the **John Merrill Grant in Transplantation** will be given to investigators performing biomedical research related to transplantation.

Recipients of The Halpin Foundation-ASN Research Grant, The NephCure Foundation-ASN Research Grant, the Norman Siegel Research Scholar Grant, and the John Merrill Grant in Transplantation will be identified from the general pool of career development grant applications.

Eligibility

To apply for an ASN Career Development Grant, a candidate:

- Must be a resident of North America.
- Must be an active member of ASN.
- Must hold an MD, PhD, or equivalent degree.
- Cannot be a previous recipient of an ASN Career Development Grant.
- Can only submit one ASN research grant application per calendar year.
- Must be within seven (7) years of initial faculty appointment.
- Must have a proposed project that is independent of previous mentors.
- Cannot be a current or past recipient of a National Institutes of Health (NIH) R01 grant or its equivalent (including a CIHR operating grant or an RC1 grant).
- Cannot have more than \$250,000 (in annual direct costs) in external grant support, including ASN funds, at the time of the award activation.

- Must devote at least 75% of their time to research.

Appointment to full-time faculty (assistant professor or instructor) must be confirmed in writing by the Department Chair, indicating the date of first full-time faculty appointment, and providing assurance that the department will provide needed resources for conducting independent research (laboratory and office space, salary support, and protected research time of at least 75%). It must be assured that the proposed project is independent of previous mentors.

An applicant who is uncertain of his/her eligibility should request an advisory opinion from ASN before completing an application.

Previous or Current Funding Allowed

Applicants are allowed to have currently, or have had previously, extramural (NIH or Foundation) mentored career development grant funding (e.g., NIH K08). However, total grant funding, including the ASN career development grant, cannot exceed \$250,000 in annual direct costs, **irrespective of scientific overlap**. The amount of the ASN grant will be reduced as appropriate if total funding exceeds this amount at any time during the funding period of the grant.

Candidates cannot have previously been awarded an NIH R01 grant or its equivalent.

Funding and Stipulations

The award will provide \$100,000 annually for two years, beginning July 1, and will cover salaries/supplies related to the candidate's research proposal. A maximum of 10% may be used to cover indirect costs at the candidate's sponsoring institution.

A progress report and a financial report are required for non-competitive renewal of the grant for the second year. Final reports are also required at the end of the funding period. The award is for continuous support, and interruptions in the period of support will require prior written approval from the ASN.

Recipients shall acknowledge ASN's (and co-sponsoring institution, if applicable) support in publications resulting from their proposed work.

Career Development Grants may be transferred from one institution to another only with the prior approval of ASN.

Use of Grant Funds

- **Salary/Fringe:** Up to \$70,000 per year can be used for the PI's salary, including fringe benefits.
- **Supplies:** Any or all of the funds can be used for research supplies or support salary of research assistant.
- **Equipment:** Funds cannot be used to purchase equipment that costs more than \$5,000, unless such purchase is clearly justified in the research plan and approved by ASN.
- **Restrictions:** Up to \$2,000 a year may be used on travel to attend relevant scientific meetings. Funds may not be used for clinical or administrative time.

Application

To apply for an ASN Career Development Grant, a candidate must provide:

- Contact Information
- Background Information (Education, Professional Experience, Publications, Current and Pending Grant Support, Other Personnel)
- Research Proposal Abstract
 - The research proposal abstract should summarize the proposal in lay terms and be no more than 500 words, single spaced.
- Research Proposal
 - The proposal should be no longer than 10 pages, not including references.
 - The proposal does not need to include a proposed budget.
 - The research proposal should follow NIH guidelines and follow the following font guidelines:
 - Use Arial, Helvetica, Palatino Linotype, or George typeface, a black font color, and a font size of at least 11-points. A Symbol font may be used to insert special characters.
 - Type density, including characters and spaces, must be no more than 15 characters per inch. Type may be no more than six lines per inch. Use standard paper size (8 ½" x 11). Use at least one-half inch margins (top, bottom, left, and right) for all pages. No information should appear in the margins.
- Letter from Department Chair
 - The letter must provide assurance that the candidate:
 - Holds a full-time faculty appointment (including a description of the track).
 - Will devote at 75% of his or her time to research.
 - Will use the award for independent investigation.
 - Will have appropriate laboratory or research space and access to necessary equipment will be provided.
 - The letter should be signed and on institutional letterhead.
- Three (3) Reference Letters
 - Reference letters should be written by persons familiar with the candidate's scientific interests and abilities. Letters are submitted blindly and can be addressed to the ASN Grants Review Committee.
- Signature Page
 - A completed signature page, with signatures from the applicant, Department Chair, Division Director (if applicable), and a fiscal officer from the sponsoring institution.

Application Process

1. Applicants for an ASN Career Development Grant must be current, active ASN members to begin an application. To become a member, please visit the [ASN Membership](#) website.
2. To begin an application, visit the ASN Career Development [website](#). Click "Application" and log-in using ASN ID and password.
3. Applicants must answer a set of preliminary questions. If answers are satisfactory, applicants will be routed to the beginning of the application.
4. Enter contact information, including research proposal title and top three keywords.
5. Enter education, professional experience, publications, current and pending grant support, institution address, and other personnel.
6. Upload the research proposal abstract (maximum of 1 MB).
7. Upload the research proposal (maximum of 4 MB).
8. Upload the letter from the Department Chair (maximum of 1 MB).

9. Enter the email address of three (3) references. They will each receive an email with a link to upload a letter of reference to the application. Make a note of which email slot (1, 2, or 3) is used for each reference. If a reference needs the email to be resent, the address needs to be entered into the same slot as the original process.
10. Download the required signature form by clicking on the image. After obtaining signatures, scan and upload the form (maximum of 1 MB).
11. Finish application/session. Applications can be edited at any point before the deadline by visiting the [Grants Application](#) page, signing in, clicking “Application”, and choosing “Edit an Existing Application”.

Please note: there is no final “Submit” button. Applications will be accepted as they are after the deadline has passed. All materials, including the reference letters and signature form, must be submitted by Friday, January 27, 2012 at 4:00 p.m. EST. Only online applications will be accepted.

Application Checklist

- Contact and Education Information
- Research Proposal Abstract
- Research Proposal
- Letter from Department Chair
- Three Reference Letters
- Required Signature Form

Evaluation Criteria

The ASN Grants Review Committee will consider the potential of the applicant and the proposed project for eventual funding by an NIH R01 grant or its equivalent. Assessment will include the qualifications of the applicant with respect to prior training, productivity, and independence, as well as the scientific merit of the proposed project. The institutional commitment to the development of the applicant as an independent investigator will also be assessed.

Applicants will be notified on decisions during the month of May.

Contact

Please contact ASN with any questions at (202) 640-4660 or grants@asn-online.org.