



Klarman Family Foundation Grants Program in Eating Disorders Research

2012 Grant Cycle

Administered by The Medical Foundation,
a division of Health Resources in Action, Inc.

Application Guidelines

Online Application Deadline: Wednesday, February 1, 2012 at 12:00 Noon, U.S. Eastern Time (UTC/GMT-5)

Two-year Awards of \$400,000 USD (\$200,000 per year inclusive of 10% indirect costs) and one-year pilot studies of up to \$150,000 USD (inclusive of 10% indirects) will be awarded for the funding periods of June 1, 2012 – May 31, 2014 and June 1, 2012– May 31, 2013 respectively.

Statement of Purpose

The Klarman Family Foundation is interested in providing strategic investment in translational research that will accelerate progress in developing effective treatments for anorexia nervosa, bulimia nervosa and binge eating disorder. The Program's short-term goal is to support the most outstanding science and expand the pool of scientists whose research explores the basic biology of eating disorders. The long-term goal is to improve the lives of patients suffering from these conditions.

Program Administration

The Klarman Family Foundation has engaged The Medical Foundation, *a division of HRIA* (Boston, MA) to manage all administrative aspects of the Klarman Family Foundation Grants Program in Eating Disorders Research. The Medical Foundation division works with clients – individuals, family foundations, bank trusts and corporations to create and manage customized grant programs which support innovative research in the biomedical sciences, clinical investigation, and community health. In 2010, the division's clients awarded more than \$16 million to investigators in the United States, Canada, Israel, and Europe.

Applicant and Research Project Eligibility

The Medical Foundation division is accepting applications from investigators who hold a faculty appointment at nonprofit academic, medical or research institutions in the United States, Canada and Israel. Investigators who previously submitted applications or have concluded their Klarman Family Foundation Award remain eligible to apply again in the 2012 cycle. Investigators who received One-Year Awards in 2011 may submit an application in the 2012 cycle for a Two-Year Award. The submission must include, within the nine-page proposal section, a summary of research progress to-date.

Applicants do not need to be nominated by their institutions. Only one application may be submitted per applicant. Investigators working outside the field of eating disorders research are encouraged to apply.

Examples of funding areas include but are not limited to molecular genetic analysis of relevant neural circuit assembly and function; epigenetic research; animal models created by genetically altering neural circuits; and testing of new chemical entities that might be used in animal models as exploratory treatments. Please note that imaging studies involving humans are not eligible.

Investigators conducting research in the neuro-circuitry of fear conditioning or reward behavior may also apply but must justify the relevance of their research projects to the basic biology of eating disorders.

Clinical psychotherapeutic studies, medication trials and research in the medical complications of these disorders are outside the scope of this Program.

Award Selection Criteria

Last year, 17% of submissions were funded. A listing of Scientific Review Committee members and Award Recipients may be found at www.tmfgrants.org/Klarman. Award selection is based on the following:

Relevance

- Potential of the research project to identify the underlying biologic causes of eating disorders;

Applicant

- Qualifications of the Applicant and prior experience in conducting innovative research;

Research Project

- Clear hypothesis based on sound precedents and supported by relevant literature;
- Research methodology, data collection, and data analyses that are feasible and appropriate to the proposal's aims; and
- Objectives that are well thought out, realistic, and technically feasible.

Please Note: If the Principal Investigator is unable to accept the Award, the Award will not be transferred to another investigator involved in the research project. Instead, the Award will be offered to the next applicant recommended by the Scientific Review Committee.

Notification to Applicants

The online grant submission system will notify applicants once the upload is received. Final notification of status will occur in May by phone and/or email. Critiques of the grant applications are not provided to successful or unsuccessful candidates.

Terms of the Award

Please download "Terms of the Award" from www.tmfgrants.org/Klarman for information regarding use of the grant funds, indirect costs, payment schedule, reporting schedule and other Awardee and Institutional requirements. ***Frequently Asked Questions*** may also be found at this site.

Application Instructions

DEADLINES

February 1, 2012 (12:00 Noon) Online Submission

February 6, 2012 (12:00 Noon) Mailed materials received by The Medical Foundation division (not postmarked)

Online Submission

The complete application process requires an online submission as well as four copies of the document that was uploaded. The online version must be submitted by **Wednesday, February 1, 2012 at 12:00 Noon, U.S. Eastern Time (UTC/GMT-5)**. Before beginning the online submission, download and save the "Application Forms" which can be found at www.tmfgrants.org/Klarman.

Use one of the following links to begin or continue the application process:

Begin a new application: https://www.GrantRequest.com/SID_738?SA=SNA&FID=35043

Return to a saved application: https://www.GrantRequest.com/SID_738?SA=AM

The following sections must be completed for the online submission:

1. **Eligibility Quiz**
 2. **Application Data:** Submitting Institution's Tax ID, Applicant contact information and educational background
 3. **Research Project Information:** Project title, project type, key words, primary institution for conduct of proposed research, and scientific and non-technical project summaries
 4. **Certification:** Applicant's initials to confirm accuracy of submitted information
 5. **Attachment (Document Upload):** The documents and forms listed in items *i* – *ix* must be combined and converted into ONE PDF file for upload. **Before converting to PDF, make sure all pages are numbered sequentially.** This document must be named LastName, FirstName.pdf (for example: Smith, Jane.pdf).
- i.* **Application Face Sheet:** Signatures are required at the time of the upload. The Face Sheet is the first page of the application. All information on the Face Sheet must be typed with the exception of the signatures.

The Application Face Sheet must be completed and signed by the Applicant as well as the Authorized Institutional Representative administratively responsible for research oversight. The contact information, with email, for the Institutional Officer to Receive Funds must also be included.

- ii. **Table of Contents:** Follow the Table of Contents and number ALL pages, including the reference letter and letter(s) of collaboration, if applicable. The Application Face Sheet is page number one.
- iii. **Research Project Summary and Performance Sites:** Complete this form according to that page's instructions. This summary will be posted on our website if the project is funded (*maximum of 300 words*).
- iv. **Non-Technical Project Summary:** Complete this form according to the instructions at the top of that page (*maximum of 150 words*).
- v. **Recommendation Letter from Department or Division Chair:** This letter must address the Applicant's qualifications to conduct the proposed research as well as note the space and equipment available for the completion of the project.
- vi. **Letters of Collaboration (if applicable):** Letters confirming any significant collaboration may be appended with a brief CV (4-page maximum for each). Please include a brief description of these investigators' roles on the project. These are not recommendation letters.
- vii. **Biosketch(es) of Applicant and Co-Investigator(s) (if applicable)** (*maximum of 4 pages for each biosketch*): The NIH R01 PHS 398/2590 (Rev. 06/09) Biographical Sketch form must be used. The categories include Personal Statement, Positions and Honors, Selected Peer-reviewed Publications and Research Support.

In the Publications section, the **Applicant's name** should be in caps or bolded in the list of authors. Manuscripts in submission may also be listed. In the Research Support section, begin with the projects that are most relevant to the research proposed in this application. Briefly indicate the overall goals of these projects and the Applicant's responsibilities. Include the Funding Start and End Dates as well as the Direct Costs.

- viii. **Budget Forms (A-1, A-2, B and C):** Complete these forms for one or two years of the project. For projects whose total costs exceed the amount requested from the Klarman Family Foundation, list the other sources of support on Form B. Indirect costs (institutional overhead) may not exceed 10% of direct costs or up to \$18,182 per year for the \$400,000 Two-Year Award and up to \$13,634 for the maximum \$150,000 One-Year Pilot Study. Total support from the Klarman Family Foundation, including overhead, is \$200,000 per year for the Two-Year Award and up to \$150,000 for the One-Year Pilot Study. Please refer to "Terms of the Award" for budget guidelines.
- ix. **Research Proposal:** A maximum of 9 pages is permitted, excluding the bibliography of references. Headings include Specific Aims, Background and Significance, Preliminary Studies, Research Design and Methods, Potential Limitations and/or Pitfalls, Impact (how the project may help to identify / understand the underlying biologic causes of eating disorders), Projected Timeline, and Literature Cited. Include all figures, graphs, tables, and images in the nine pages.

Use Ariel as the font style and a size no smaller than 11. Use single or double spacing within paragraphs and double spacing between paragraphs; margins must be at least one inch on all four sides. Figures, legends, tables, and the bibliography may use a smaller but readable font. The Applicant's full name should appear at the top of each page.

On or before **Monday, February 6, 2012 at 12:00 Noon, U.S. Eastern Time (UCT/GMT-5)** (please note different date from online submission deadline), The Medical Foundation division must receive four securely stapled copies of the document that was uploaded. One copy must contain original signatures on the Face Sheet. The Department/Division Chair's signature and any collaborator's signature may be scanned.

Direct any Questions and Submit Copies of Uploaded Document to:

Gay Lockwood

Senior Program Officer

The Medical Foundation, *a division of Health Resources in Action*

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