



**Program Announcement**

**American Society for Bone and Mineral Research**

**GRANTS IN AID PROGRAM (GAP)  
(2013-2014)**



## Introduction

The American Society for Bone and Mineral Research (ASBMR) is the premier society in the field of bone and mineral metabolism. Its mission is to promote excellence in bone and mineral research, foster integration of clinical and basic science, and facilitate the translation of that science to health care and clinical practice.

In 2013-2014, the ASBMR Grants in Aid Program (GAP) will provide short term funding for both established and young investigators who have submitted a peer-reviewed grant application to a major funding sponsor within the last 15 months and received a full review but were not funded. **This award is open to US and international ASBMR members. International members living outside the United States are encouraged to apply.**

**Application Period:** Applications will be accepted beginning **September 23, 2013**. The application deadline is **November 4, 2013**. Awards will be announced approximately ten weeks after the application deadline. All requirements detailed in the application must be met before funds are distributed. Applications should be submitted to <http://asbmrgrants.editorialmanager.com>.

**Amount of Each Award:** **\$50,000 (direct costs, US dollars)**  
**No indirect costs to institution**

**Duration of Award:** **One year (non-renewable)**

**Number of Awards:** **Up to five awards will be given per award cycle**

### **Purpose of Awards:**

The ASBMR GAP Awards will provide one year of support to established or young investigators who have submitted a new or renewal (peer-reviewed) grant application to a major funding source between June 23, 2012 and September 23, 2013. The initial grant will have been reviewed and received a score and/or comments from the funding agency but has not been funded. The goal of the ASBMR GAP Award is to allow the award recipient to continue to develop the research and strengthen the initial proposal for future funding. This grant will not include indirect support. Applicants are encouraged to request matching funds from their institutions, but matching funds are not required to obtain this award.

The grant submission can be basic, clinical or translational and the primary focus must be on bone and mineral research. The proposed research must be concluded in 12 months and have a direct impact on the initial grant that will be resubmitted. **All ASBMR members are eligible. International members living outside the United States are encouraged to apply.**

### **Number of Grants Awarded**

A total of twenty grants will be awarded throughout 2014. Approximately five grants will be awarded in each of four award cycles.

### **Where to Apply?**

Submit application via the ASBMR GAP Awards web site: <http://asbmrgrants.editorialmanager.com>. **Only applications that are submitted online will be accepted.**

### **Contact Information:**

For questions about the awards or the application process, contact:

Kirsten Mills

ASBMR GAP Awards Program Manager

Tel: +1 (202) 367- 1161; Fax +1 (202) 367-2161

E-mail: [kmills@asbmr.org](mailto:kmills@asbmr.org)

## Introduction (*continued*)

### Eligibility:

To be eligible, an applicant must:

- Be a US or international ASBMR member at time of submission and retain membership during the period of the ASBMR GAP Award. International members living outside the United States are encouraged to apply.
- Have submitted a peer-reviewed grant application to a major funding sponsor within the last 15 months and received a full review.
  - If scored and reviewer comments are available, they must be submitted.
  - If no score or reviewer comments are available, applicant must provide a letter from funding source indicating grant application was reviewed but not chosen for funding.
- Submit a copy of the complete initial grant application, scores (if available), and reviewer comments or funding agency decision letter (if funding sponsor does not provide reviewer comments). Applicant must include statement that addresses reviewer comments. (*Note: For international members whose grant applications and reviewer comments or funding agency decision letters are not in English, these should be translated to English by the applicant.*)
- Provide a brief description (up to three pages) indicating how these limited funds will be used, how the outcome will progress the research and impact the research proposal, how reviewer comments (if provided) will be addressed, and when the revised or new proposal will be resubmitted to a major funding source.
- Not exceed \$250,000 USD in direct costs in total funding support from other sources. Applicants must disclose extramural support from all public and private sources, including government and industry.
- Not have previously received (as an investigator) an ASBMR GAP Award.
- Not have resubmitted an ASBMR GAP Award application unless it is significantly different (>51%) from a prior application.
- Not be an ASBMR Councilor or GAP Awards Committee member.

### Requirements (*please see Specific Instructions below for details*):

- Initial Grant Application (only complete applications will be accepted)
- Documentation of Application Review (Reviewer Comments or Funding Agency Letter)
- The application score (if a score was provided).
- Abstract (limit 2500 characters, with spaces) that summarizes the application's objectives and specific aims for the duration of the research award which is 12 months.
- A brief description (up to three pages) indicating how these limited funds will be used, how the outcome will progress the research and impact the research proposal, how reviewer comments (if provided) will be addressed, and when the revised or new proposal will be resubmitted to a major funding source.
- A list of current extramural support from all public and private sources, including government and industry (*applicant's total funding awards (from other funding sources) cannot total more than \$250,000 USD.*)
- Detailed Budget for Project Period along with Budget Justification. Budget must not exceed \$50,000 USD. All items over \$1,000 USD must be explained in the Budget Justification.

## ASBMR GAP Awards Guidelines

### I. The Financial Award

This award will provide up to \$50,000 USD direct costs and is not renewable. If the awardee resides outside the United States, the award will be made at the rate of currency exchange in place at the time the award is made to the awardee's institution. Budgets should reflect US dollars only and will be awarded in US dollars only. This grant does not include indirect funding support. Institutional matching funds are acceptable and applicants are encouraged to seek them; however, this is not a requirement for the ASBMR GAP Award.

## **ASBMR GAP Awards Guidelines (continued)**

### **II. Funding Cycle**

The term of the ASBMR GAP Award is not to exceed 12 months. The application should state the start and end dates for the study.

### **III. Human and Animal Studies**

#### Human Studies

If human experimentation is to be performed during the period of the award, the Department *and the Institution (whether this is the applicant's home institution or another institution, or both)* must document the following:

- That all clinical investigations detailed in the application are conducted in accordance with the Declaration of Helsinki (<http://www.wma.net/en/30publications/10policies/b3/>).
- That these studies have been approved by the appropriate institutional human research committee.

#### Animal Studies

If animal experimentation is to be performed during the period of the award, the Department and Institution must document the following:

- That the experimental procedures are in compliance with the guiding principles in the "Guidelines for Ethical Conduct in the Care and Use of Animals" (<http://www.apa.org/science/anguide.html>) and the National Institutes of Health (NIH) policy on Humane Care and Use of Laboratory Animals (<http://grants.nih.gov/grants/olaw/references/phspol.htm>)

### **IV. Biohazards and Genetic Manipulation**

If the study involves biohazards (broadly defined as any material that may be harmful to normal organisms upon uncontrolled exposure) and funds are awarded, the awardee will be required to provide documentation of approval by the institutional biohazards committee.

### **V. Applicant Conflict of Interest**

It is the responsibility of the applicant to insure that s/he is in compliance with the conflict of interest policy of the applicant's home institution.

### **VI. Patent, Intellectual Property, and Technology Transfer Policy**

ASBMR will defer to the policy of the institution receiving or disbursing ASBMR funds regarding applicable patent, intellectual property or technology transfer policy and procedure for administering inventions.

### **VII. Scientific Misconduct**

If, during the funding cycle covered by the grant, any administrative action is taken by any funding agency or the institution against an ASBMR-funded investigator in response to an allegation of scientific misconduct, the ASBMR Business Office must be notified promptly.

### **VIII. Submission Process**

Applications must be received in electronic format (<http://asbmrgrants.editorialmanager.com>) by **November 4, 2013**. Only applications that are submitted online will be accepted. If you do not receive an acknowledgement of receipt of application within three business days, please contact:

Kirsten Mills  
ASBMR GAP Awards Project Manager  
Tel: +1 (202) 367-1161  
Fax: +1 (202) 367-2161  
E-mail: [kmills@asbmr.org](mailto:kmills@asbmr.org)

## **ASBMR GAP Awards Guidelines (*continued*)**

Applicants must use the ASBMR GAP Award application form that will be available on the ASBMR web site (<http://www.asbmr.org>) beginning September 23, 2013.

If approved at the time of application, Institutional Review Board (IRB)\* or Institutional Animal Care and Use Committee (IACUC)\* approval must be included with the originally-signed face sheets and letters of recommendation. If IRB and/or IACUC approval are pending, then the documentation must be received by ASBMR **within 45 days of submission**.

No official Statement of Award will be issued until all administrative requirements have received final review and approval.

*\*or equivalent organizations if outside the U.S.*

The application **must be approved/signed by the official signing for the institution** (this individual must be authorized to act for the applicant organization and to assume the obligations imposed by the Federal laws, requirements, and conditions for a grant or grant application, including the applicable Federal regulations).

### **IX. Peer Review Process**

Funds will be awarded in strict accordance with the review committee appraisals of scientific merit. The ASBMR is committed to awarding grants in a way that is open, fair and free from bias. The evaluation of applications must be free from real and apparent conflict of interest. Review materials and proceedings are privileged communications for use only by the reviewers and staff.

The ASBMR GAP Awards Committee will be comprised of US and international members and the review process will ensure a fair review for all applications.

Reviewers will be excluded who declare any of the following conflicts of interest:

- Collaborated or published with applicant in the last three years
- Having had a previous relationship (within the past five years) with the applicant that would influence scoring (e.g. pre or post-doc student, competitors, in process of recruiting applicant, etc.)
- Participated in a review panel that considered the original unfunded application and was the panelist who wrote the review (reviewer only excluded if he or she wrote the review)
- Employed by the same institution as grant applicant or under active consideration for a faculty position at that institution
- Having a competitive interest that might bias the reviewer's evaluation for or against that application or significantly impair the reviewer's objectivity
- Have had a longstanding difference or disagreement with the applicant that is known to the professional community and could be perceived as affecting the reviewer's objectivity
- Stand to benefit in any way from the funding of the application

Once the applications are reviewed, the ASBMR GAP Awards Committee will evaluate the scientific merit of each application.

## Preparing the Application

Type size limitations must be observed throughout the application, including literature cited. The type must be clear and legible. Font type and size: Arial, Helvetica, Palatino Linotype or Georgia typeface and a font size of 11 points or larger. Single line spacing is acceptable. Figures, charts, tables and figure legends may be smaller in size (10-pt font minimum) but must be clear and legible.

Deviations from the font size specifications and page limitations will be grounds to reject and return the entire application without peer review.

No supplementary material (updates, publications, etc.) will be accepted after the application deadline [with the exception of pending institutional endorsements which must be received within **forty-five (45) days** of the application deadline (**November 4, 2013**).

### Components of the Application

Section
Face Page
Table of Contents
Eligibility Checklist (must be completed)
Biographical Sketch (use Biosketch page)
Abstract
Research Project Summary, Performance Site, Key Personnel
Biographical Sketches for Key Personnel (use Biosketch page)
Budget
Budget Justification
Resources
<b>APPENDIX MATERIALS</b>
Initial Grant Application
Documentation of Application Review (Reviewer Comments or Funding Agency Letter)
Animal/Human Studies Approval (if approved)

### Specific Instructions

Font type and size: Arial, Helvetica, Palatino Linotype or Georgia typeface and a font size of 11 points or larger

#### Face Page

##### Item 1. Title of Project

Choose a title that is specifically descriptive, rather than general.

##### Item 2. Award Type

ASBMR Grants in Aid Program (GAP) Award

##### Item 3a. Name of Principal Investigator

Name the individual applying for the award.

## **Preparing the Application (*Continued*)**

### **Item 3b. Degree(s)**

Indicate up to three academic and professional degrees or other credentials, such as licenses (e.g., M.D.)

### **Item 3c. Position Title**

Provide the academic or professional title of the principal investigator. If more than one title, indicate the one most relevant to the proposed project.

### **Item 3d. Department, Service, Laboratory, or Equivalent**

Indicate your organizational affiliation, such as "Department of Medicine."

### **Item 3e. Major Subdivision**

Indicate your school or college. If there is no such subdivision, enter "None."

### **Item 3f. Mailing Address**

Provide complete information (including room number, building, and street address) necessary for postal delivery.

### **Item 3g. Telephone and Fax Numbers**

Provide a daytime telephone and fax number. Specify country code if outside the United States.

### **Item 3h. E-mail**

Enter the appropriate e-mail address.

### **Item 4. Human Subjects**

Check "No" if activities involving human subjects are not planned at any time during the proposed project period.

Check "Yes" if activities involving human subjects are planned at any time during the proposed project period. If yes, then provide the Institutional Review Board (IRB) approval date and send the IRB documentation of IRB approval with the originally-signed face sheet and letters of recommendation. IRB certification must include the title of the project, name of the principal investigator/program director, date of IRB approval, and appropriate signatures. *If IRB approval is pending, then documentation of IRB approval must be received within 60 days of submission of the application.*

### **Item 4a. Human Subjects Assurance Number**

Provide number of Human Subjects Approval if applicable

### **Item 4b. NIH-defined Phase III Clinical Trial**

Check "yes" or "no" for NIH-defined Phase III Clinical Trial

### **Item 5. Vertebrate Animals**

Check "No" if activities involving vertebrate animals are not planned at any time during the proposed project period. Check "Yes" if activities involving vertebrate animals are planned at any time during the proposed project period.

### **Item 5a. IACUC Certification\***

If "Yes," enter the date of approval and attach the documentation of IACUC approval with the originally-signed face sheet and letters of recommendation. Certification must include the application number, title of project, name of principal investigator/program director, institution, Animal Welfare Assurance number, date of IACUC approval, and appropriate signatures. If pending, then enter "pending." The certification of IACUC approval must be submitted with the application or received within 60 days of the application submission date. *\*or equivalent organization if outside the U.S.*

## **Preparing the Application (*Continued*)**

### **Item 5b. Animal Welfare Assurance**

Enter the Assurance Number of the applicant organization in Item 5b if the applicant organization has an approved Animal Welfare Assurance on file with the Office of Laboratory Animal Welfare (OLAW)\*.

Insert "None" if the organization does not have an approved Animal Welfare Assurance on file with OLAW. By inserting "None" and, by the signing on the face page, the applicant organization is declaring that it will comply with PHS policy regarding the care and use of animals by establishing an IACUC and submitting an Animal Welfare Assurance and certification of IACUC approval when requested to do so by OLAW.

*\*or equivalent organization if outside the U.S.*

### **Item 6. Dates of Proposed Period of Support**

The term of the proposed period of support may be no greater than 12 months.

### **Item 7. Costs Requested for Initial Budget Period: \$50,000 USD**

### **Item 8. Applicant Organization**

Enter the name and address of the applicant organization. The applicant organization is the institution that will receive and administer the funds if awarded.

### **Item 9. Type of Organization**

Indicate whether the applicant organization is Public or Private. If Public, indicate whether federal, state or local. Also provide the organization Tax ID number.

### **Item 10. Administrative Official to Be Notified if Award Is Made**

Name the applicant organization administrative official (usually the director of the grants and contracts office) to be notified if an award is made. Provide a complete address for postal delivery and the telephone, fax, and e-mail address for the administrative official.

### **Item 11. Official Signing for Applicant Organization**

Name the individual authorized to act for the applicant organization and to assume the obligations imposed by the Federal laws, requirements, and conditions for a grant or grant application, including the applicable Federal regulations. For electronic mail, enter the appropriate e-mail address.

### **Item 12. Principal Investigator/Program Director Assurance**

Sign to indicate that you certify "that the statements herein are true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. I agree to accept responsibility for the scientific conduct of the project and to provide the required progress reports if a grant is awarded as a result of this application. An electronic signature is sufficient."

### **13. Applicant Organization Certification and Acceptance**

The individual named in item 11 should sign to certify "that the statements herein are true, complete and accurate to the best of my knowledge, and accept the obligation to comply with ASBMR terms and conditions if a grant is awarded as a result of this application. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. An electronic signature is sufficient."

## **Research Grant Table of Contents**

Complete the Research Grant Table of Contents to indicate page numbers for each required section of the application.

## Preparing the Application (*Continued*)

### Eligibility Checklist

**1. What funding agency reviewed the initial grant application?**

Please name the funding agency and the country in which your initial grant application was reviewed.

**2. When was the initial grant application submitted?**

Please indicate the date that the initial grant application was submitted. The application must have been submitted after June 23, 2012.

**3. Did the grant application receive a full review?**

Please indicate whether the grant application was reviewed. If the grant application was reviewed, please upload reviewer comments as your appendix materials and address any critiques that were noted.

**4. Was a score provided for the grant application?**

Please indicate if a score was provided with your grant application review. If a score was provided, please explain the scale used for the particular agency. (For example: NIH grants: 1-9 (1 is best); Australia: 1-7 (7 is best); Canada: 1-5, (1 is best))

**5. Please list all current funding support.**

List all current extramural support from public and private sources, including government and industry . Include agency name, research grant title and funding amount. (*Applicant's total funding award (from other funding sources) cannot total more than \$250,000 USD in direct costs*).

### Biographical Sketch

Please complete the form with the following information:

**ASBMR Member ID Number**

If you do not know your number, please contact the ASBMR business office at +1 (202) 367-1161 or [asbmr@asbmr.org](mailto:asbmr@asbmr.org).

**Education/Honors/Awards**

Provide the month as well as the year for each degree conferred. For non-degree education, indicate the time period covered. List professional certifications received within the last ten years. Please also list academic and professional honors or awards that you have received, along with the dates received.

**Employment and Training History**

Start with the first position held following the baccalaureate and give a consecutive record to date. Indicate the department and organization, department head or supervisor, rank, tenured or non-tenured, status (full-or part-time), and inclusive dates. Where applicable, include information on military service, internships, residencies, research assistantships, fellowships, etc.

**Grants Received/Ongoing Research**

Describe your ongoing research projects along with your funding history for the past five years.

**Leadership Positions**

List leadership positions held at your institution or in professional societies.

**Publications**

List 15 most recent publications chronologically.

## Preparing the Application (*Continued*)

### Abstract

Provide an abstract (limit 2500 characters, plus spaces) that summarizes the application's objectives and specific aims for the duration of the research award, which is 12 months. This abstract is meant to serve as a succinct and accurate description of the proposed work when separated from the application. If the application is funded, this description, as is, will become public information. Therefore, do not include proprietary/confidential information.

### Project

#### Research Project Summary

Provide a summary of up to three pages (excluding references) that addresses:

- How these limited funds will be used.
- How the outcome will progress the research and impact the research proposal.
- When the revised or new proposal will be resubmitted to a major funding source.
- How reviewer comments (if provided) will be addressed.
- If principal investigator lists current other support, the summary must include a justification of why GAP funds should be awarded if other funding support is available.

#### Performance Site(s)

Indicate where the work described in the Research Plan will be conducted. Use extra pages if necessary.

#### Key Personnel

Avoid listing faculty and persons not directly related to the award. Please complete the biosketch form for each individual listed in the key personnel section.

### Detailed Budget for Project Period

- A detailed budget, prepared in US dollars, showing how the award will be spent is necessary to ensure adequate support and time is dedicated towards the completion of the stated goals. Budget must not exceed \$50,000 USD.
- The **type of appointment** should be the duration of the proposed project.
- The **percent effort** should match the stated goal and the **institutional base salary** and **salary requested** should reflect the applicant's institution's standard pay for the applicant's academic rank.
- **Fringe benefits** should reflect the institutional negotiated fringe benefit rate.
- **Other costs** may be allowed but must be justified on the Budget Justification page (see below).
- Funds are not to be used for the purchase of equipment greater than \$2,500 USD. Neither should funds be used for supplies needed to complete work unrelated to the specific project proposed.

### Budget Justification

Justify all items over \$1,000 USD listed on the detailed budget.

### Resources

Follow the sample format and instructions on the "Resources Format Page" when completing information on resources available for the project.

## Preparing the Application (*Continued*)

### Appendix

The following items should be uploaded to the application website:

<http://asbmrgrants.editorialmanager.com>

- Initial Grant Application (Only complete applications will be accepted)
- Documentation of Application Review (Reviewer Comments or Funding Agency Letter)
- Documentation (where appropriate) of Institutional Review Board (IRB) or Institutional Animal Care and Use Committee (IACUC) approval

### Post Award Requirements

ASBMR is interested in documenting the value of the ASBMR GAP Award. Therefore, the successful applicant will be required to provide feedback each year for three years following the successful completion of the award. ASBMR will provide a progress report form (via email) that will request information on the status of the grant awards and publications. It will be the responsibility of the awardee to inform ASBMR of any change in address during this period.