Grant Application Checklist

Please submit grant proposal as a single PDF, containing all essential elements of the application, in the order listed below. Include this checklist as the first page of the document. Please order and title as per the checklist.

Resubmissions Only (1-2 pages)

a. Provide a point-by-point response to prior Medical Research Committee critiques (not included in 10-11 page limit)

Principal Investigator Information Page (one page)

a. Name of organization
b. Title of project
c. Principal Investigator/Co-PI(s)
d. Contact information
e. Type of award applied for
f. Specific amount requested

Project Description (maximum: 8 pages)

a. Abstract
b. Specific aims
c. Background and significance
d. Preliminary studies
e. Research design and methods

Additional Information (no page limitations)

a. Literature cited
b. Abbreviations
c. Facilities
d. Hazardous materials
e. Human subjects
f. Animal studies
g. Budget: (Per each year of award; Include costs for attending/presenting at PRF in the appropriate year)
h. Budget justification
i. Project personnel
j. IRS 501(c)(3) determination letter, or its equivalent for international institutions
k. Funding history
l. Letter of institutional support
m. Letters of reference (If applicable, to be submitted separate from grant proposal PDF. See Application Guidelines for details.)