



## **AAID FOUNDATION STUDENT RESEARCH GRANT PROGRAM APPLICATION PROCEDURES**

Applications to the AAID Foundation are accepted through an online grant program. Before you begin the application process, please carefully review the documentation requirements for your application. You will need to prepare all supporting documentation before starting the application process so that the files are ready to upload when requested. Documents that need to be uploaded should be uploaded in PDF form. **The application deadline is listed on the AAIDF Grants webpage. Late proposals will not be accepted.**

**Please plan plenty of time to complete this application and upload all required documentation.**

### ***Grant Timeline Process***

- The deadline for grant submission is listed on the AAIDF Grants webpage. Late applications will not be accepted.
- Student Grant Award Winners will be notified by mid-December of the grant application year, and awards will be distributed in January of the following year.
- Funding for approved projects (up to \$2,000 requested) will begin in January of the following year. An additional \$500 payment for travel reimbursements to an Annual Meeting to present project findings may be requested after the project is completed.

## **OVERVIEW OF APPLICATION**

### **Page 1: Project Information**

- Title of research project
- General information on the student applicant
- General information on the institution
- Grant Administrator/Coordinator at Institution
- Affiliation Tax Number

### **Page 2: Key Personnel**

While the principal investigator will be the main contact, there may be other professors or doctors working on this project. If so, the principal investigator can add up to **4** additional researchers to this application. For each researcher, you will need to provide:

- Name
- Position and/or title
- Department and/or organization
- CV- Additional persons CV should not be longer than 10 pages.

### **Page 3: Abstract of Research Plan**

- Can type up to an abstract of a max of 500 words.
- List 10 key words separated by a comma pertaining to your research.
- If applicable, explanation of vertebrate animals.



#### **Page 4: Budget**

The budget should be as detailed as possible, e.g., Kodachrome slides, 200 pictures @ \$1.00/slide-\$200. A budget narrative should also be included with budget for further explanation of line items if need. The proposal **may not exceed \$2,000** for support from the Academy. However, support in lesser amounts is acceptable.

Allowable expenses for the research project are:

- Supplies.
- Small equipment purchases.
- Salary for technical and support personnel.

Grant funds **will not be allowed** in support of the research project:

- The purchase large pieces of equipment.
- Salary for the principal investigator and/or consultants.
- Indirect costs.

You can access the AAIDF budget form on the AAIDF Grants webpage **under the section titled, "Student Research Grants"**.

#### **Page 5: Disclosure of Additional Support**

State additional support you and other professionals a part of your project. This can take form in:

- Current funding support for project.
- Applications and proposals pending review.
- Applications and proposals planned or being prepared for submission. Include all Federal, non-Federal, and institutional grant and contract support.

Please upload a summary document that describes the source of additional support, identifying number, project title, and name of principal investigator, time, or percent of effort on the project by professional named, annual direct costs, and entire period of support. (If part of a larger project, provide the titles of both the parent project and the sub-project and give the annual direct costs for each.)

#### **Page 6: Detailed Explanation of Project**

Please upload a document that includes the following information:

1. **Specific Aims**-State concisely and realistically what the research described in this application is intended to accomplish and/or what hypothesis is to be tested. (Do not exceed one page.)
2. **Significance**-Briefly sketch the background of the present proposal, critically evaluate existing knowledge, and specifically identify the gaps which the project is intended to fill. State concisely the importance of the research described in this application by relating the specific aims to longer term objectives. (Do not exceed one page.)
3. **Experimental Design and Methods Discuss**-In detail discuss the experimental design and the procedures to be used to accomplish the specific aims of the project. Describe the protocols to



be used and provide a tentative sequence or timetable for the investigation. Include the means by which the data will be analyzed and interpreted. Describe any new methodology and its advantage over existing methodologies. Discuss the potential difficulties and limitations of the proposed procedures and alternative approaches to achieve the aims. Point out any procedures, situations, or materials that may be hazardous to personnel and the precautions to be exercised. (Do not exceed 10 pages.)

4. **Project Timeline-** State the start and end dates of the project and other details such as preparation of animal receptor site, duration of implant, removal dates, analysis of data, completion time.
5. **Complete Bibliography** - Please use MAM Manual Style, 10th Edition.

**Please Note- You will be asked to upload the following documents:**

- Student Applicant CV- not to exceed 10 pages.
- CVs for each additional member of the project- each CV not to exceed 10 pages.
- Project Budget- use AAIDF Form provided. This can be found on the AAIDF webpage under the "Student Research Grants" section.
- If applicable, additional documentation to support research project. Ensure that all required documentation listed on the webpage is completed.
- Detailed Explanation of Project in a PDF format.

For additional information, contact Foundation Staff at [foundation@aaid.com](mailto:foundation@aaid.com).