

ASGE Award Submission Policies

Policy on Current Governing Board and Research Committee Members Submitting Grant Applications

Governing Board and Research Committee members are not allowed to submit applications for ASGE Endoscopic Research Awards, Quality in Endoscopic Research Awards, or Career Development Awards while serving on either the Governing Board or the Research Committee.

Specifically, Governing Board and Research Committee members cannot apply as PI or mentor, nor can they request any salary support. However, they can serve as a co-investigator on a grant. Serving as a co-investigator constitutes a conflict-of-interest with respect to that grant application. Governing Board and Research Committee members must recuse themselves from any discussion of grants for which they have a conflict of interest, must leave the room during the primary discussion of the grant and cannot vote or score grants for which they have a conflict-of-interest.

In the event that a grant application's **principal investigator** is subsequently nominated to join the Governing Board in the time period between grant submission and the Research Committee grant review meeting, the grant will be reviewed and scored. If that grant applicant is appointed to the Governing Board and the grant has a fundable score, the grant will not be funded in order to avoid an apparent conflict of interest.

In the event that a grant applicant's **mentor** is subsequently nominated to join the Governing Board in the time period between grant submission and the Research Committee grant review meeting, the grant will be reviewed and scored. If that grant applicant's mentor is appointed to the Governing Board and the grant has a fundable score, the grant will not be funded **unless a suitable alternate mentor can be identified** in order to avoid an apparent conflict of interest.

Policy for Delinquent or Missing Annual Progress Reports

Awardees with a delinquent or missing annual progress report shall be prohibited from applying for ASGE research awards until the reports are filed and deemed complete by the Research Committee. In the event that reports are deemed seriously delinquent (i.e. exceeding 12 months), the investigator shall be prohibited from submitting applications for a 12 month probationary period after the report is filed and deemed adequate by the Research Committee.

Policy for Multiple Grant Applications Submitted in a Funding Cycle

While there is no restriction on the number of grants submitted by an investigator in a given funding cycle, each grant application will be judged on its own merit and should not have scientific overlap with any other submission.

Policy on Resubmission of Grant Applications that Are Not Funded

Investigators may resubmit grant applications that were not funded but must provide a maximum one page summary of changes in response to the reviewer comments (Arial 11 point font with >0.75" margins). A copy of the prior grant review comments must also be provided (e.g. a copy of the letter from the Research Committee chair with reviewer comments would be ideal). Investigators are discouraged, but not prohibited, from resubmitting more than one time.

Policy on Return of Unused Funds

In the event that an awardee has unused funds in excess of \$2000 at the end of the award period, these funds must be returned to the ASGE.

Policy on No-Cost Extensions

Requests for No-Cost Extensions may be granted with approval of the Research Committee.

Policy on Review of Progress Report Form

Progress reports are reviewed by the Research Committee. Progress reports shall be reviewed at the Research Committee fall meeting. See policy above on incomplete reports.