2022 ACG/ASGE

EPIDEMIOLOGIC RESEARCH AWARD IN GASTROINTESTINAL ENDOSCOPY

Request for Applications

📅 DEADLINE: **FRIDAY, DECEMBER 3, 2021 AT 11:59 PM EDT**

➡ APPLY: **gi.org/research-awards**

🏆 Award Amount: **$50,000**

📅 Award period/length of award: **July 1, 2022–June 30, 2023**

DESCRIPTION

This Research Award provides support for projects involving studies on the use and outcomes of gastrointestinal (GI) endoscopy using the GI Quality Improvement Consortium (GIQuIC). This award is co-sponsored by the ACG and ASGE and should have the potential to impact the quality and outcomes of GI endoscopy.

OBJECTIVE

To promote research in GI endoscopy using the GIQuIC data registry.

STATEMENT OF NEED

In an effort to maximize the value of GI endoscopy, there is a critical need to objectively study the quality impact of relevant procedures using data repositories which represent "real-world" experience. This includes the indications for outcomes and impact of endoscopic procedures in the ambulatory and/or inpatient settings.

ELIGIBILITY

✔ **Applicants must meet all the following criteria:**

- ACG or ASGE Member* at time of application
- U.S. or Canadian Members eligible
- Physician or Clinical Researcher (MD, DO, or PhD)
- Physicians in training (fellows) are eligible to apply, but must include:
    1. letter of support from a research mentor
    2. letter from the trainee's Division Chief confirming trainee's ongoing appointment and position at the institution for the duration of the grant. If not guaranteed an appointment for the period of the grant, a contingency plan is required.

*__Important!__ ACG or ASGE membership in good standing is required. Applicants must have an approved ACG membership or a completed ASGE membership application in review status by October 2021. Applications for ACG membership are due by September 17, 2021. To Join ACG, **click here** For questions on ACG membership, please email **membership@gi.org** or call 301-263-9000. For questions on your ASGE membership contact: **membership@asge.org** or call (630) 573-0600.*

AWARDS AND REQUIREMENTS

1. Each award request may be up to $50,000, with funds budgeted over one or two years. The number of awards selected in a given year will be jointly decided by the ACG and ASGE Governing Boards.

2. This RFA seeks to promote the use of the GIQuIC national registry. Applications must include the use of this repository in their research, although additional sources of data are allowed.

3. The budget and budget justification should be itemized, outlining its relationship to the research proposal. Budgets will be carefully scrutinized by the Research Committee and will be considered in the scoring of the grant. Inappropriate or poorly justified budgets may jeopardize the application. Additionally, the research committee may adjust the award amount if deemed appropriate.

4. Funding requests may include:
    a. Personnel (e.g., research assistant and/or faculty salary support; this should include a percentage of effort up to NIH salary cap for the proposed study with appropriate justification).
    b. Study supplies
    c. Equipment essential for study
    d. Data acquisition, cleaning, and analysis—These costs must include fees associated with data extraction from the GIQuIC repository. Applicants should contact **research@giquic.org** for information on costs related to these services for the GIQuIC database.

5. Funding will <u>NOT</u> be provided for:
    a. Salary support for trainees
    b. Computer purchases (unless a unique application is proposed)
    c. Standard equipment and supplies needed for appropriate patient care
    d. Indirect costs/University overhead

6. In addition to the standard requirements for an ACG Clinical Research Award or ASGE Research Award, the application should include:
    a. A letter of support from an appropriate designee from the registry(-ies) to be studied, which confirms the feasibility of the study proposal and acknowledgement of costs.
    b. Detailed budget justification which includes the costs of data extraction, cleaning, and analysis. This should include the cost for all work related to GIQuIC data usage.

7. For grants spanning two years, the second year of continued funding is contingent on satisfactory study progress determined by the ACG and ASGE Research Committees after review of mandatory annual progress reports.

8. Studies which include more than one center will require Institutional Review Board (IRB) approval at all centers before dissemination of funds. The participating institutions and investigators should be specified in the application.

9. Progress reports must be submitted to the ACG and ASGE Research Committees via the Administrative Office every 12 months for the duration of the project (deadline is June 30). Progress reports must include a financial statement from the institutional grants or accounting office. Failure to submit a progress report by the stated deadline may affect future funding. Submit this report to both: **research@gi.org** and **grants@asge.org**

10. Requests for no-cost extensions must be submitted in writing to the ACG and ASGE Research Committees. This request should include a) a detailed summary regarding how grant money has been spent (or forecasted to be spent) up to the original award end date, b) a proposed budget describing in reasonable detail how the remaining funds will be spent in the upcoming year, and c) progress to date, including any challenges necessitating an extension. A change in PI for the upcoming award period may be proposed by and justified by the original PI, including changes of the PI-ship to the mentor. Submit this request to: **research@gi.org** and **grants@asge.org**

AWARDS AND REQUIREMENTS (cont.)

11. Upon completion of the award, the ACG and ASGE require that a final scientific and financial report from the grants or account office be submitted. All publications and abstracts must acknowledge support from the ACG and ASGE.

12. **Notification of Awards will be completed by April 1, 2022**. Please do not contact ACG or ASGE prior to this date to inquire about the status of your application.

13. Award overlap: The same grant proposal cannot be submitted for both this award type and another ACG grant type (example: submitting for the ACG/ASGE Epidemiologic Research Award in Gastrointestinal Endoscopy and an ACG Clinical Research Award).

SUBMISSION REQUIREMENTS

1. **Applicants are required to submit a single Adobe PDF document** comprising the complete grant submission. ACG or ASGE Membership at the time of submission is a requirement of this award. Type your name (last name, first name) and the name of the award in the upper right-hand corner of each page. Type the page number in the upper left-hand corner of each page. Limit proposal to 5 pages (excluding references and budget). FAILURE TO ADHERE TO THESE INSTRUCTIONS WILL CAUSE THE GRANT APPLICATION TO BE RETURNED UNREVIEWED.

2. **All applications must be submitted online.** The online grant application site will open in early September, a link to the site will be available at **gi.org/acg-institute/research-awards**. The submission deadline is Friday, December 3, 2021 at 11:59 pm Eastern Time. This deadline will be strictly enforced, and no exceptions will be made.

3. **Once you begin the online application process, you will be able to save your work and return to complete it until the submission deadline.** As part of the online application process, applicants are required to provide information about others, such as institutional addresses and potential conflicts of interest for coinvestigators, etc. We encourage applicants to gather all the necessary information early, and to not wait until the last minute.

The following tasks must be completed via the ACG online grant system in order to successfully submit an application for grant consideration:

A. **INDICATE PROPOSAL TITLE AND SELECT GRANT TYPE**—The title should be concise and clearly reflect the proposed research. Select the "ACG/ASGE Epidemiologic Research Award in Gastrointestinal Endoscopy" grant type. (Please note, the same project should not be submitted for multiple ACG grant types, and will not be considered if this occurs, i.e., do not submit the same proposal for a ACG/ASGE Epidemiologic Research Award and an ACG Clinical Research Award.)

B. **ACG/ASGE MEMBERSHIP VERIFICATION**—You must provide the principal investigator's member ID (and indicate if member is an ACG or ASGE member or both). To look up your ACG member ID number, log into **gi.org/membership** then click "My Contact Information" from the menu on the left. Member ID is listed below Date of Birth. To look up your ASGE ID number, visit, **www.asge.org** click the Member/Account Log in to enter username/password. Once logged in, click on "Welcome, [name]" to go to your account information. The member ID is listed under your name on the landing page.

C. **ADD INVESTIGATORS**—List the PI, Co-Investigators, and if you are a fellow-in-training also list the Responsible Mentor and Division Chief. Enter their names, ACG member status (and year joined if available), titles, email address, role (PI, Co-Investigator, Responsible Mentor and Division Chief), and institution names and addresses.

D. **ACKNOWLEDGEMENT OF PRINCIPAL INVESTIGATOR**—Indicate agreement to abide by the grant requirements, if awarded grant funding.

E. **INVESTIGATOR ADDITIONAL INFORMATION**—Provide PI's position. Also state whether the PI is a trainee. Add the responsible mentor's name, email.

F. **RESEARCH PROPOSAL ABSTRACT**—Provide an abstract of no more than 350 words that summarizes the proposed research. In this section, you will also be asked to enter the topic area for your application.

G. **IRB STATUS**—Verify current IRB status.

H. **RESEARCH GRANT PROPOSAL PDF UPLOAD**—Format the file as required in the "Preparing the Grant Proposal—Outline of Sections," including all required elements, and upload the file as directed. The file name should include the candidate's first and last name.

I. **CONFLICT OF INTEREST**—A potential conflict of interest (COI) exists when research involves a device from which any investigator(s) or a company may benefit. It also exists when research involves a pharmaceutical agent that is not FDA-approved for any indication. A conflict of interest exists if any investigator holds or has submitted a patent on a device or pharmaceutical agent or is a major shareholder in a company involved in the research. If applicable, select "Yes" and include a detailed explanation within the grant system, including names of each investigator and their potential COIs. If conflicts exist, a plan or resolution of these conflicts should be delineated in the cover letter as well.

REVIEW PROCESS

◉ Applications will be reviewed by the Research Committee (ACG/ASGE) and approved by the ACG and ASGE governing boards.

SELECTION CRITERIA	Grants are awarded based on scientific merit (significance, innovation, and methodology), feasibility, investigative team, and environment. One overarching objective of these awards is for the principal investigator(s) to eventually submit larger extramural research proposals to federal or industry sponsors. Investigators having the highest potential to accomplish this will be given priority.

📄 A complete application consists of two separate components:

1. A single Adobe PDF document comprising (but not limited to) the following: application checklist (include the list located at the end of this document as the first page of the submitted PDF), a cover letter, an impact statement, a re-submission letter (if applicable), research proposal (limited to 5 pages), references, biosketches for Principal Investigator, Responsible Investigator (if a fellow), and other investigators involved in the proposed research, budget and budget justification, resources and environment, IRB forms, and supporting letters.

2. Completion of required tasks via the online grant system: upload the completed research proposal PDF, which includes the application checklist; provide confirmation of ACG or ASGE membership; provide full contact information for all investigators; submit a 350-word abstract of the proposed research; indicate IRB approval status; list all investigators and any potential conflicts of interest. See "Submission Requirements" above for instructions and requirements.

PREPARING THE GRANT PROPOSAL— Outline of Sections

📄 Each application must have page numbers, be in Arial 11-point font, with ½" margins, and contain each of the following elements:

1. **CHECKLIST**—Include the Application Checklist listed at the end of this document, as the first page of the PDF uploaded to the grant system.

2. **COVER LETTER**
   a. Cover letter should be limited to one page, and include a brief overview of proposed project, investigator team, and disclosure of any conflicts of interest.
   b. Conflicts of interest include financial ownership, patent rights, or other relationship with industry that is pertinent to proposed research. Investigators should err on the side of complete disclosure. If conflicts exist, a plan for resolution of these conflicts should be delineated in the cover letter.

3. **IMPACT STATEMENT**—Include a brief summary of project and its potential impact on the field of gastroenterology and/or endoscopic practice (maximum 3 sentences).

4. **RE-SUBMISSION LETTER (if Applicable)**—The Committee requires applicants who have applied previously to provide additional information when resubmitting the application. For re-submissions, in addition to selecting "Yes" in the re-submission field of the online system, you must provide a cover letter responding to the reviewer's critiques/outlining how you have updated your application. This should be included as the first section of your Research Proposal, as part of the PDF upload to the grant system. Limit to 2 pages.

5. **GRANT PROPOSAL**—Limit to five pages and include each of the following headers (excluding references):
   a. Title and Introduction
   b. Hypothesis & Specific Aims: This should be a clear statement of the problem, the related hypothesis/question, and a brief description of the proposed scientific plan. Provide a concise explanation in a few sentences.
   c. Background and Significance to Endoscopic Practice: Justification regarding scope of the problem, and relevance to ACG and ASGE membership and the endoscopy community.
   d. Innovation
   e. Preliminary Data: Outline prior studies or your pilot work already completed in this area. If prior studies have not been done by your group, give brief details of pilot work done by others.
   f. Approach: Describe the methods of collection and analysis of the data. A statistical data analysis plan, including sample size calculations, is required, even for retrospective studies. Be as specific as possible.
   g. Pitfalls, Alternatives, and Future Directions: describe and include any plans for additional grant applications based on these results.

6. **REFERENCES**—Limit to two pages.

7. **BIOSKETCHES**—Provide NIH-style biosketch for candidate, mentor and co-investigators that includes project specific personal statement, relevant prior publications, and all current funding (see example at **grants.nih.gov/grants/forms/biosketch.htm**). Limit to five pages each.

PREPARING THE GRANT PROPOSAL— Outline of Sections

8. **BUDGET AND BUDGET JUSTIFICATION**—Please justify all items (including % effort) with a separate budget justification page. For multiyear projects, budget for years 1 and 2 should be separated. Limit to one page per budget year, and up to 2 additional pages for justification.

   a. The maximum request should be $50,000. Grant support for this amount may be distributed over one or two years. If the grant is budgeted for two years, the second year of continued funding is contingent on satisfactory progress, as demonstrated in the mandatory yearly progress reports.

   b. The budget request should be detailed, and all items should be clearly related to the research proposal, which includes the costs of data extraction, cleaning, and analysis. Applicants will need to work directly with GIQuIC (**research@giquic.org**) for information on cost of data extraction, cleaning and any other services related to use of the database.

   c. Funding will only be considered for allowed items (see "Awards and Requirements" section numbers 3-5).

9. **RESOURCES AND ENVIRONMENT**—List facilities, equipment, and available personnel required to complete this project. Be aware that reviewers may not be aware of the resources and/or patient volumes of your center. Limit resources statement to one page.

10. **INSTITUTIONAL REVIEW BOARD**—Attach IRB approval and/or IACUC approval if applicable. Alternatively, attach proof of exempt status, if applicable. This is particularly important for human subjects research that involves invasive testing and/or procedures that are not standard of care. For multicenter studies, IRB/IACUC approval must be provided from all participating sites. If not available at time of application, and the application is funded, no funds will be released until IRB approval is received.

11. **SUPPORTING LETTERS**—A letter of support is required from GIQuIC, and for any other data sources being utilized, which confirms the feasibility of the study proposal and acknowledgement of the costs. Letters of support are also requested for co-investigators, particularly those from other institutions for multicenter proposals, and the PI's Division Chief in the case of a trainee PI.

QUESTIONS OR ASSISTANCE

For any questions about grant requirements, please refer to the **FAQs**.

Prior grant application submitters must create a new login for the grant system each year, even if you have applied for an ACG grant previously.

Technical support questions about the online submission system: Contact CadmiumCD Technical Support using the **Technical Support link on the upper right corner** of the submission site's screen, via email at Help@ConferenceAbstracts.com, or via phone at **(877) 426-6323**.

For questions related to GIQuIC costs, scope of work, etc. please contact: **research@giquic.org**

For any questions not answered in the RFA or **FAQs**, or reporting questions, contact us via email at **research@gi.org**.

IMPORTANT DATES

September, 2021	Application submission period opens
September 17, 2021	ACG Membership application deadline (only for applications who are not ACG members—see the Eligibility Section for further details) NOTE: If you are an ASGE member, you must have a completed ASGE membership application in review status by October 2021.
Friday, December 3, 2021	Application submission period closes (11:59 pm Eastern time)
By/before April 1, 2022	Award notifications are sent
July 1, 2022	Year 1 of award period begins / disbursement check provided
June 30, 2023	Year 1 progress report or final report due.
July 1, 2022	Year 2 of award period begins / disbursement check provided, once report approved.
June 30, 2023	Year 2 funding period complete and progress report/financial report due.

✔ APPLICATION CHECKLIST:

All grant applications must include this completed and signed Application Checklist as the **first page of the research proposal PDF to be uploaded to the grant system**. Submissions received without a signed and completed Application Checklist will be considered incomplete and will be disqualified. <u>Check each box below AFTER verifying that the corresponding document is complete. Please sign this document before submitting.</u>

⊘ **Eligibility – double check full criteria, listed in eligibility section, prior to applying**
- ☐ You (the PI) are currently a member in good standing with ACG or ASGE. Confirm your ACG membership status prior to applying and you must have an ACG member number. Please note that this is different than applying for membership – all new member applications must be submitted by September 17, 2021. For ASGE membership requirements, visit **www.asge.org/home/join-us**
- ☐ Your ACG Member ID is _____. Write N/A if not a member.
- ☐ our ASGE Member ID is _____. Write N/A if not a member.
- ☐ You are an MD, DO, or PhD based in the United States or Canada.
- ☐ You have a research mentor if you are a fellow-in-training. Write N/A in the checkbox if this does not apply.
- ☐ You have included a letter from the division chief confirming your ongoing appointment and position at the institution for the duration of the grant if you are a fellow-in-training. Write N/A in the checkbox if this does not apply.
- ☐ The science for this award is NOT submitted for another ACG award category.
- ☐ There will NOT be award overlap: ACG does not provide duplicate funding (if part of a larger study, the budget explains how funds are not duplicated).

⊘ **Completion**
- ☐ You have created an account in the ACG grant system (**gi.org/research-awards**)
- ☐ You have a complete combined PDF, containing all necessary elements in the correct order, with this signed Application Checklist as the first page of the PDF to be uploaded to the grant system.
- ☐ You have completed all necessary and relevant tasks required as part of the online grant system for this award application, including investigator information (ACG or ASGE member number, title, email, role for project, institution, and address of institution); a 350-word abstract of the proposed research; listing of research topics; a list of any potential conflicts of interest for investigators; indication of IRB approval status; re-submission status.

⊘ **Format of Submitted PDF**
- ☐ All pages must use 11-point font with minimum ½" margins.
- ☐ The upper right header of each page must include your name and the award type, in the following format:
  Last name, First Name
  Award Type
- ☐ The upper left header of each page must include the page number.
- ☐ The sections of the PDF are numbered to match the Required Order of Submission as indicated on the checklist, with bold headers for each required section, and the section starts on its own page.

⊘ **Required Order of Submission**
- ☐ **1. Application Checklist**—This checklist is complete, signed by the PI, and included as the first page of the submitted PDF.
- ☐ **2. Cover Letter**—Brief overview of proposed project, team, and disclosures of any conflicts (1-page).
- ☐ **3. Impact Statement**—Brief summary of project and its potential impact on the field of gastroenterology and/or endoscopic practice.
- ☐ **4. Resubmission Response Letter**— If you are resubmitting this grant proposal, a 2-page (maximum) letter is included that responds to the reviewer's critiques and outlines how you have updated the application. Do not include this item if not applicable.
- ☐ **5. Grant Proposal**—Your research proposal project description should be a maximum of 5 pages (excluding references). It should include the following sections at a minimum: Title and Introduction, Hypothesis & Specific Aims, Background and Significance to Endoscopic Practice, Innovation, Preliminary Data, Approach, Pitfalls, Alternatives and Future Directions.
- ☐ **6. References**—Include a list of all necessary and relevant references (limit to 2 pages).
- ☐ **7. Biosketches**—A biosketch for each investigator (candidate, mentor, co-investigators) is included, all in the NIH format, and include all current funding. Maximum of 5 pages each. (Use NIH format: **grants. nih.gov/grants/forms/othersupport.htm**)
- ☐ **8. Budget and Budget Justification**—Justify all items (including percentage of effort) with a separate budget justification page. For multiyear projects, budget for years 1 and 2 should be separated. Limit to 1 page per budget year, and up to 2 additional pages for justification.
- ☐ **9. Resources and Environment**—List facilities, equipment, and available personnel required to complete this project. Be aware that reviewers may not be aware of the resources and/or patient volumes of your center. (limit to 1 page)
- ☐ **10. IRB Status**—Attach IRB approval and/or IACUC approval, if applicable, or indication that IRB approval is pending. If selected to receive the award, funds will not be released until ACG receives a copy of IRB approval, this includes IRB approval from all sites (if multi-site).
- ☐ **12. Letter of Support from GIQuIC/Data sources**—A letter of support is required from GIQuIC, and for any other data sources being utilized, which confirms the feasibility of the study proposal and acknowledgement of the costs.
- ☐ **13. Letters of support for Co-investigators**—Requested for co-investigators, particularly those from other institutions for multicenter proposals.
- ☐ **14. Letters of Support from Division Chief**—if the PI is a trainee, then a letter is required from the division chief.

I certify that I have reviewed the Application Checklist and that all portions of my application are accurate and in the required order and format.

_____   _____
Signature of Principal Investigator   Date

_____
Name (Printed)