

# NYSGE Florence Lefcourt Research Award

**Application Deadline 5:00 PM CST, Friday, December 9, 2016**

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## Submission

The ASGE Research Committee **requires** electronic submission. If you experience problems submitting your grant application, please email the application and/or questions to [grants@asge.org](mailto:grants@asge.org).

## Description

The ASGE Foundation and the New York Society for Gastrointestinal Endoscopy (NYSGE) are currently accepting applications for the Florence Lefcourt Award to support collaborative projects in either endoscopic research or educational outreach in the greater New York region. The award alternates annually between public education (even years) and research initiatives (odd years), and is administered by the ASGE Foundation.

## Objective

To foster research in gastrointestinal endoscopy both within and outside of academic centers.

## Eligibility

Candidate must be a member of both ASGE and NYSGE; an MD, DO or have equivalent clinical doctorate degree; and currently engaged in a gastroenterology-related and endoscopic practice at an academic institution or private practice in New York State. Additionally, all applicants seeking funding must contact NYSGE at [info@nysge.org](mailto:info@nysge.org) to request a letter of support for the application.

**Applications for ASGE Endoscopic Research Awards (ERA) may also be considered for the Florence Lefcourt Award. The ERA application must meet eligibility requirements for both awards including a letter of support from NYSGE. If an eligible ERA applicant is selected as the recipient of the Lefcourt Award, the \$10,000 grant will be considered a portion of the total grant provided by ASGE.**

View additional information on the ASGE Endoscopic Research Awards (ERA).

## Awards and Requirements

1. Grants may be requested for a maximum of \$10,000 in total funding and to span no more than two years.

2. Requests to fund pilot studies that will generate preliminary data to justify a larger clinical trial, as well as larger requests for definitive studies, will be considered.
3. The budget request should be detailed and all items should be clearly related to the research proposal. In order to maximize the funds available for research, budgets may not include indirect costs or travel expenses. Budgets will be carefully scrutinized by the ASGE Research Committee and will be considered in the scoring of the grant. Inappropriate or poorly justified budgets will jeopardize the application. Additionally, the research committee retains the right to adjust the award to an amount it feels appropriate for the project or per budget restrictions.
4. Funding requests may include:
  - a) Personnel (e.g., research assistant and/or faculty salary support; this should include a percentage of effort for the proposed study with appropriate justification).
  - b) Study supplies
  - c) Equipment essential for the study
5. Funding will not be provided for:
  - a) Salary support for trainees
  - b) Computer purchases (unless a unique application is proposed)
  - c) Standard equipment and supplies needed for usual patient care (for example, polypectomy snares)
  - d) Travel to meetings
  - e) Indirect costs

Duration of funding: up to two years. The second year of continued funding is contingent on satisfactory study progress determined by the Chair of the Research Committee based on mandatory annual progress reports.

Studies that include more than one center will require institutional review board approval from each center. The participating institutions and investigators should be specified in the application. Letters of support should be provided from each institution.

Progress reports must be submitted to the Chair of the Research Committee via the ASGE Administrative Offices every 12 months for the duration of the project (ideally in advance of the 1-year mark for 2-year studies so that the second year's funding is not delayed). 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.

Requests for no-cost extensions must be submitted in writing to the Chair of the Research Committee via the ASGE administrative office. 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, and
- b) a proposed budget describing in reasonable detail how the remaining funds will be spent in the upcoming year.

Although the mentor can be, and should be, involved in this No-Cost Extension and Progress Report, the report should be drafted by and signed by the mentee PI rather than the mentor.. Change in PI for the upcoming award period should be proposed by and justified by the original PI, including changes of the PI-ship to the mentor.

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

### **Selection Criteria**

Grants are awarded based on the scientific merit of the proposal and assessment of the investigator's ability to complete the project (supportive environment, experience, training, availability of patients and other resources needed). The proposed research project must be approved by the ASGE Research Committee and should also be of such quality as to lead to presentation at Digestive Disease Week® and subsequent full publication. One objective of these awards is to promote definitive studies that advance the field of endoscopy. Therefore, proposals with such potential (or which are likely to lead to federal or other extramural funding for large scale studies) will be given priority.

### **Review Process**

The ASGE Research Committee will review the proposals and recommend awardees. The final selection of awards is made by the NYSGE Council.

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### **Grant Proposal Outline**

*Each application must have page numbers, be in Arial 11 point font, with >0.75" margins, and contain:*

1. **Abstract** - Include name, institution, project title, mentor name if applicable, and a one-page summary of the proposal including hypothesis and goals.

Suggested headings include: Background; Aims/Hypothesis; Methods; Analysis and Sample Size Calculation; Timeline and Feasibility; Future Study. **Limit to one page.**

**2. Grant Proposal** - Prepare according to NIH-form SF 424 (R&R) guidelines. (Excluding References) **Limit to five pages and include each of the following headers:**

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 ASGE membership and the endoscopy community.

d. Innovation: describe how this proposal challenges existing paradigms, employs novel technologies, approaches, tools or methodologies.

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 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 potential weaknesses in the study design and approaches used to mitigate these limitations.

h. Conflict of Interest: A statement regarding conflict of interest and/or financial ownership, patent rights, etc. of technique/devices being studied in the grant proposal must be included in each grant application, along with a plan for resolution of these conflicts. If conflicts are significant and do not appear to be able to be resolved, the application may be denied.

**3. Budget and Budget Justification** - Please justify all items (including % effort) with a separate budget justification page. Budgets will be carefully scrutinized by the Research Committee and will be considered in the scoring of the grant. Inappropriate or poorly justified budgets will jeopardize the likelihood of the application receiving an award. Additionally, the committee retains the right to adjust the award to an amount it feels appropriate for the project. Travel and indirect costs are not permitted. **Limit to one page for budget, and one additional page for justification.**

a. **The maximum request should be \$10,000.** Grant support for this amount may be spread over two years. The second year of continued funding is contingent on satisfactory progress demonstrated in mandatory yearly progress reports.

b. The budget request should be detailed and all items should be clearly related to the research proposal. The budget should not include costs for routine or usual patient care items.

c. Funding requests (see "Awards and Requirements" section numbers 3-5).

d. Submitted projects for additional funding should include a copy of the previous year's budget and Progress Report Form.

**4. Resources and Environment** - List facilities, equipment, and available personnel required to complete this project. Be aware that reviewers of the grant may not be aware of the resources and/or patient volumes of your center. Letters of collaboration should be included, if applicable, especially if from other institutions. ***Limit resources statement and collaborator letters to one page each.***

**5. References** - ***Limit to two pages.***

**6. Institutional Review Board** - Attach IRB approval or proof of exempt status, if available (this may help if ability to obtain IRB approval is called into question by the committee). If not available at time of application, and the application is funded, no funds will be released until IRB approval is received by the ASGE Research office.

**7. Supporting letters** (Required from key collaborators, especially if from other institutions. Trainees require both a letter from the Division Chief and from their research mentor, as described above under "Eligibility".)

**8. Biosketch-** Provide NIH-style biosketch for candidate, mentor and co-investigators that includes all relevant publications and current funding. (see example at <http://grants.nih.gov/grants/forms/biosketch.htm>.) ***Limit to five pages.***