



The Klarman Family Foundation Grants Program
in Eating Disorders Research

2014 Grant Cycle

Administered by The Medical Foundation,
a division of Health Resources in Action

Application Guidelines

Award Period and Award Amount:	June 1, 2014 – May 31, 2016	(\$400,000)
	June 1, 2014 – May 31, 2015	(up to \$150,000)

Online Application Deadline:	Tuesday, February 11, 2014 1:00 p.m., U.S. Eastern Time (UTC/GMT-5)
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Two-year Awards of \$400,000 USD (\$200,000 per year inclusive of 10% indirect costs) and one-year pilot studies of up to \$150,000 USD (inclusive of 10% indirects) will be awarded for the funding periods of June 1, 2014 – May 31, 2016 and June 1, 2014 – May 31, 2015 respectively.

Statement of Purpose

The Klarman Family Foundation is interested in providing strategic investment in translational research that will accelerate progress in developing effective treatments for anorexia nervosa, bulimia nervosa and binge eating disorder. The Program's short-term goal is to support the most outstanding science and expand the pool of scientists whose research explores the basic biology of feeding, anorexia nervosa, bulimia nervosa and/or binge eating disorder. The long-term goal is to improve the lives of patients suffering from these conditions.

Program Administration

The Klarman Family Foundation has engaged The Medical Foundation, *a division of Health Resources*

in Action (HRiA), Boston, MA to administer the application process for The Klarman Family Foundation Grants Program in Eating Disorders Research. HRiA is a non-profit organization that advances public health and medical research.

The Medical Foundation division works with clients – individuals, family foundations, bank trusts and corporations to create and manage customized grant programs which support innovative research in the biomedical sciences, clinical investigation, and community health. To-date, the division's clients have supported over 2,400 scientists in the United States, Canada, Israel, and Europe.

Applicant and Research Project Eligibility

At the time of application, investigators must hold a faculty appointment at a nonprofit academic, medical or research institution in the United States, Canada or Israel. Investigators who previously submitted applications or have concluded their Klarman Family Foundation Award remain eligible to apply again in the 2014

cycle. Investigators who received One-Year Awards in 2013 may submit an application in the 2014 cycle for a Two-Year Award. The submission must include, within the nine-page proposal section, a summary of research progress to-date.

Applicants do not need to be nominated by their institutions. Only one application may be submitted per applicant. Investigators working outside the field of eating disorders research are encouraged to apply.

Examples of funding areas include but are not limited to molecular genetic analysis of relevant neural circuit assembly and function; genetic and epigenetic research; animal models created by genetically altering neural circuits; testing of new chemical entities that might be used in animal models as exploratory treatments; and clinical trials involving medications or other non-psychotherapeutic interventions.

Investigators conducting research in the neuro-circuitry of fear conditioning or reward behavior may also apply but must justify the relevance of their research projects to the basic biology of eating disorders.

Clinical psychotherapeutic studies, imaging studies involving humans and research in the medical complications of these disorders are outside the scope of this Program.

Award Selection Criteria

Last year, 17% of submissions were funded. A listing of Scientific Review Committee members and Award Recipients may be found at www.tmfgrants.org/Klarman.

Award selection is based on the following:

Relevance

- Potential of the research project to identify the underlying biologic causes of eating disorders;

Applicant

- Qualifications of the Applicant and prior experience in conducting innovative research;

Research Project

- Clear hypothesis based on sound precedents and supported by relevant literature;
- Research methodology, data collection, and data analyses that are feasible and appropriate to the proposal's aims; and
- Objectives that are well thought out and technically feasible.

Please Note: If the Principal Investigator is unable to accept the Award, the Award will not be transferred to another investigator involved in the research project. Instead, the Award will be offered to the next applicant recommended by the Scientific Review Committee.

Notification to Applicants

The online grant submission system will notify applicants once the upload is received. Final notification of status will occur in May. Critiques of the grant applications are not provided to successful or unsuccessful candidates.

Terms of the Award

Please download "Terms of the Award" from www.tmfgrants.org/Klarman for information regarding use of the grant funds, indirect costs, reporting schedule, the Klarman annual scientific meeting, and other Awardee and Institutional requirements. **Frequently Asked Questions** may also be found at this site.

Application Instructions

DEADLINES

February 11, 2014 (1:00 p.m., U.S. Eastern Time)

Online Submission

February 14, 2014 (5:00 p.m., U.S. Eastern Time)

Printed copies received by
The Medical Foundation division

Online Submission

The complete application process requires an online submission as well as four printed copies of the uploaded PDF. The online version must be uploaded by **Tuesday, February 11, 2014 at 1:00 p.m., U.S. Eastern Time (UTC/GMT-5)**. Before beginning the online submission, download and save the "Application Forms" which may be found at www.tmfgrants.org/Klarman.

Use one of the following links to begin or continue the application process:

Begin a new application: https://www.GrantRequest.com/SID_738?SA=SNA&FID=35043

Return to a saved application: https://www.GrantRequest.com/SID_738?SA=AM

The following sections must be completed for the online submission:

1. **Institution's Tax ID Number:** Sponsoring U.S. or Canadian institution's Tax ID (not applicable for Israeli institutions)
2. **Eligibility Quiz**
3. **Application Data:** Applicant's contact information and educational background, institution where project will be conducted
4. **Research Project Information:** Project title, project type, key words, scientific and non-technical project summaries
5. **Certification:** Applicant's initials to confirm accuracy of submitted information
6. **Research Classification***
7. **Research Area***
8. **Attachment (Upload):** The documents and forms listed in items *i – ix* must be combined

and converted into ONE PDF file in the order below for upload. **Before converting to PDF, make sure all pages are numbered sequentially.** Name this document "LastName, FirstName.pdf" (for example: Smith, Jane.pdf).

- i.* **Application Face Sheet:** Signatures are required at the time of the upload. All information on the Face Sheet must be typed with the exception of the signatures. The Application Face Sheet is Page #1.

The Face Sheet must be completed and signed by the Applicant as well as the Authorized Institutional Representative administratively responsible for research oversight. Contact information for the Institutional Officer to Receive Funds must also be included (with emails).

- ii.* **Table of Contents:** Follow the Table of Contents and **number ALL pages**, including the reference letter and letter(s) of collaboration, if applicable. The Table of Contents is Page #2.

*Research Classification and Research Area are used for administrative tracking purposes only and not used for the scientific review.

- iii. **Research Project Summary** (*maximum of 300 words*) and **Performance Sites**: Complete this form according to the instructions at the top of that page. This summary will be posted on The Klarman Family Foundation website if the project is funded.
- iv. **Non-Technical Summary** (*maximum of 200 words*): Complete this form according to the instructions at the top of that page.
- v. **Biosketch(es) of Applicant and Co-Investigator(s)** (*if applicable*) (*maximum of 4 pages for each biosketch*): The NIH R01 PHS 398/2590 (Rev. 06/09) Biographical Sketch form must be used. The categories include Personal Statement, Positions and Honors, Selected Peer-Reviewed Publications and Research Support. Do NOT include **biosketches of collaborators**.

In the Publications section, the **Applicant's name** should be in caps or bolded in the list of authors. For up to ten articles that you consider your most important scientific contributions, include an active link to PubMed or, at a minimum, the PMID. Manuscripts in submission may also be listed. For all research support, include the Funding Start and End Dates as well as the Direct Costs.
- vi. **Department or Division Chair's Letter**: This letter must address the Applicant's qualifications to conduct the proposed research as well as note the space and equipment available for the completion of the project. This letter must be forwarded to the Applicant for upload.
- vii. **Letters of Collaboration** (*if applicable*): Letters confirming collaborative work are encouraged. Unlike Co-Investigators, collaborators contribute minimally to the project's scientific development but contribute significantly to the project due to technical expertise or equipment

provided. Collaborators should provide a brief letter (up to one page) describing the significance and particular expertise that they are bringing to the project. These letters must be forwarded to the Applicant for upload.

- viii. **Budget Forms (A-1, A-2, B and C)**: Complete these forms for one or two years of the project. For projects whose total costs exceed the amount requested from The Klarman Family Foundation, list the other sources of support on Form B.

Indirect costs (institutional overhead) may not exceed 10% of direct costs or up to \$18,182 per year for the \$400,000 Two-Year Award and up to \$13,634 for the maximum \$150,000 One-Year Pilot Study. Total support from The Klarman Family Foundation, including overhead, is \$200,000 per year for the Two-Year Award and up to \$150,000 for the One-Year Pilot Study. Please refer to "Terms of the Award" for budget guidelines.

- ix. **Research Proposal**: A maximum of 9 pages is permitted, excluding the bibliography of references. Headings include **Specific Aims, Background and Significance, Preliminary Data** (if available), **Research Design and Methods, Potential Limitations, Impact** (how the project may help to identify or understand the underlying biologic causes of eating disorders), **Projected Timeline**, and **Bibliography**. Include all figures, graphs, tables, and images in the 9 pages.

Format this section with **Arial 11** as the typeface, a minimum of single spacing within paragraphs, double spacing between paragraphs, and one-inch or larger margins on all four sides. Figures, legends, tables, and the bibliography may use a smaller font size. The Applicant's full name must appear at the top of each page.

Submission of Printed Copies

- On or before **Friday, February 14, 2014 at 5:00 p.m., U.S. Eastern Time (UCT/GMT-5)** (please note different date from online submission deadline), The Medical Foundation division must receive four securely stapled, two-sided copies of the document that was uploaded. One copy must contain original signatures on the Application Face Sheet. The Department Chair's letter and letters of collaboration may have scanned signatures.
- Do not include a cover or transmittal letter. The Application Face Sheet is the first page of the application packet.
- Copies may be mailed, delivered in person or sent via Fed-Ex, UPS or any other delivery service.
- Do not package the printed copies in boxes – use only your own large envelopes or mailers supplied by the various delivery services.
- Do not require a signature confirmation for any packages sent via the US postal service.

Scientific Questions / Project Eligibility:

Sally E. McNagy, M.D., M.P.H.

Director, Medical and Scientific Research

The Klarman Family Foundation

SMcNagy@KlarmanFoundation.org / 617-236-7909, x 209

Other Questions and Submission of Printed Copies:

Gay Lockwood, Senior Program Officer

The Medical Foundation, *a division of Health Resources in Action*

The Klarman Family Foundation Grants Program in Eating Disorders Research

95 Berkeley Street, 2nd floor

Boston, MA 02116

GLockwood@hria.org / 617-279-2240, x702

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