

Small Grants Program 2012 Instructions and Grant Application Form

Instructions

Grant proposals should clearly and concisely describe a project whose scope is matched to the duration and amount of funding. If an NIH Research Project Grant (R01) on a similar topic has been submitted, the rationale for Center funding should be clearly articulated.

The application should be completed and assembled in this order, observing the following limits:

1. **Face Page**
2. **Abstract Page:** 250 word limit
3. **Budget:** Not to exceed \$40,000
4. **Budget Justification Page:** Required ONLY for equipment – if no equipment is being requested, state “not applicable” on budget page.
5. **Other Support Page:** Use current NIH format. A sample is provided.
6. **Mission of the McDonnell Center Page:** Please state how the proposed research fits within the Mission of the Center as described on the Call.
7. **Research Proposal:** Using plain paper, address sections A-D as stated on application page 8. This section is limited to 5 pages including figures and legends. Use 11 point Arial or larger and ½ inch margins.
8. **References:** References are not included in the above page limit.
9. **Biographical Sketch:** Using NIH format, provide a sketch for the Principal Investigator, and if applicable, provide a biosketch for the Co-PI and Research Associate.

Appendices are not allowed.

*Application Deadline: Friday, March 30, 2012 5:00 p.m.
Please submit a PDF or Word version of this application to Amy Toenjes at toenjesa@npg.wustl.edu. The submission of a paper copy is not required.*

The McDonnell Center for Cellular and Molecular Neurobiology

**2012 Small Grants Program Application
July 1, 2012- June 30, 2013
(Non-Renewable Grant; One –Year Maximum)**

Title of proposal:

Principal Investigator: _____

Department: _____

Department #: _____ **Box #:** _____ **Phone #:** _____

Approvals:

Animals: Yes ___ No ___ If Yes, what species: _____
University Protocol #: _____ Date Approved: _____

If this grant is funded, a final approval letter, and a copy of the protocol must be to be provided to our office *before* July 1, 2012.

Human Subjects: Yes ___ No ___
University Protocol #: _____ Date Approved: _____

If this grant is funded, a final approval letter, and a copy of the protocol must be to be provided to our office *before* July 1, 2012.

Signature: _____ Date _____
Principal Investigator

Signature: _____ Date _____
Co-Principal Investigator

Signature: _____ Date _____
Department Head

Department Administrator or appropriate individual to be contacted in your business office if an award is made:

Name: _____ **Box #:** _____ **Phone #:** _____

Email Address: _____

ABSTRACT
250 word limit

BUDGET- ONE YEAR

For the Period 7/01/12 - 6/30/13

NOTE: Budget may not exceed \$40,000		% Effort on Project	Dollar Amount Requested (Omit Cents)		
NAME	ROLE ON PROJECT		SALARY*	FRINGE BENEFITS	TOTALS
	*Principal Investigator		0	0	0
	*Co- PI		0	0	0
Subtotals					

**Note: Funds cannot be used for salary support of P.I., Co-PI or Graduate Students.*

EQUIPMENT (Itemize) *Note: Equipment purchased from Center funds is non-transferable from Washington University. Equipment is \$5,000 or above*

SUPPLIES (Itemize by category)

TRAVEL (Request should be modest)

OTHER EXPENSES (Itemize by category)

TOTAL DIRECT COSTS

\$

BUDGET JUSTIFICATION FOR EQUIPMENT

**Please justify equipment purchases only.*

OTHER SUPPORT PAGE

Provide active and pending support for the PI, and if applicable, co-PI. **Other Support includes all financial resources, whether Federal, non-Federal, commercial or institutional, available in direct support of an individual's research endeavors, including but not limited to research grants, cooperative agreements, contracts, and/or institutional awards.** Training awards, prizes, or gifts do not need to be included.

There is no "form page" for other support. Information on other support should be provided in the *format* shown below, using plain paper. The sample below is intended to provide guidance regarding the type and extent of information requested.

Note effort devoted to projects must now be measured using person months. Indicate calendar, academic, and/or summer months associated with each project.

Sample Format

NAME OF INDIVIDUAL**ACTIVE/PENDING**

Project Number (Principal Investigator) Source Title of Project (<i>or Subproject</i>)	Dates of Approved/Proposed Project Annual Direct Costs	Person Months (Cal/Academic/ Summer)
The major goals of this project are...		

OVERLAP (*summarized for each individual*)

RESEARCH PROPOSAL

Continue the application on blank sheets. Number pages at the bottom, consecutively. Include at top right of each page, the name of the Principal Investigator.

Organize the proposal to succinctly address the following:

- A. Background & Significance
- B. Preliminary Findings
- C. Research Plan
- D. Methods

Maximum of 5 pages (text 11 point Arial or larger; 1/2" margins), including figures plus legends for sections A-D.

- E. References (not included in the above limits)
- F. Biosketch for Principal Investigator, Co-Principal Investigator, and Research Associate(s)

Appendices are not allowed