



Announces

***Support of Research Grants on
Fibromyalgia Syndrome (FMS)***

AMOUNT: \$15,000 to \$50,000

**American Fibromyalgia Syndrome Association, Inc.
7371 E Tanque Verde Road
Tucson, AZ 85715**

Phone: (520) 733-1570 • Fax: (520) 290-5550

E-mail: kthorson@afsafund.org • Website: www.afsafund.org

If you have submitted a Letter of Intent and received a favorable response, please download our application with instructions for formal submission. Application reviews typically take three months from the date of submission. If you have any questions during this time, please contact Kristin Thorson at the above e-mail, phone, or fax.



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Research Grant Application

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RESEARCH GRANT CONDITIONS OF AWARD

1. The Principal Investigator (PI) must be fluent in English and, ideally, published in peer-reviewed English language medical journals. If applicant resides outside the United States, please indicate the budget in U.S. dollars.
2. The PI must be a board certified “M.D.,” “D.O.,” or “D.D.S.” or a Ph.D. with applicable basic science research experience. If the applicant has not been previously published in a peer-reviewed medical journal, AFSA strongly recommends that the applicant team up with a co-PI with research experience.
3. Grant applications may be submitted to the American Fibromyalgia Syndrome Association, Inc. (AFSA) with the Institutional Review Board’s (IRB) pending approval, but no awards can be issued until a favorable letter certifying IRB approval has been sent to AFSA. This can be faxed to AFSA at (520) 290-5550.
4. No institutional overhead or other indirect costs will be paid and should not be included as part of any grant request. A letter to your institution explaining this condition can be requested if needed.
5. All funds awarded shall be used in accordance with the submitted and approved proposal and accompanying budget. Any unused portion thereof shall be returned to AFSA. If an unforeseen problem occurs with the study design, please notify AFSA immediately. Potential study design changes with additional financial assistance from AFSA could salvage the study and still lead to a favorable outcome.
6. A one-year grant period is assumed, unless otherwise specified in the application. At the midpoint of the grant period (6 months) a progress report indicating the number of study participants and/or assays completed as well as a financial report must be submitted. A final report must be submitted within 90 days of the completion of the project (i.e., 15 months after award is made). This report shall include a project summary or scientific abstract, a financial summary, and a less technical lay language article (4-6 paragraphs) to be used in certain AFSA publications. Confidential data that could jeopardize formal publication in a peer-reviewed journal should not be disclosed in the lay article. If a delay in project completion of more than 3 months duration is anticipated, AFSA should be notified promptly.
7. AFSA-funded investigators should avoid discussing or writing about their project for other organizations or media as it causes confusion about the funding source and adversely affects contributions. Principal investigators need to submit their findings to AFSA and the research should be published before being released to other entities.
8. The principal investigator must assure AFSA of his or her intended work location. AFSA must be advised at the time of application of all moves, contemplated or real. Even address, phone number, fax number, and e-mail changes within the same institution should be promptly conveyed to AFSA. The institution at which the proposed project will be completed must be stated at the time of application. A project can be moved during a funded period only with the expressed permission of AFSA.

Research Grant Conditions of Award, continued

9. All publications resulting from AFSA-funded research must include AFSA in a footnote/credit line/disclosure, and copies of such publications must be provided to AFSA. This includes scientific abstracts for conference posters. All publicity and information disseminated about such research must acknowledge AFSA support. This is an essential part of AFSA's conditions of award. Publicity or information about the project is used to keep patient-contributors to AFSA informed about how their donations are being spent. This condition does NOT involve disclosure of any information that might jeopardize the applicant's ability to formally publish his/her findings.
10. The recipient of any research grant must certify that all research will be conducted according to the rules and regulations of the United States Department of Health and Human Services (HHS). The recipient must agree to hold AFSA harmless from any and all claims that may arise from such research.
11. All work involving human subjects must show documented compliance with HHS and NIH guidelines for human subjects as provided by the sponsoring institution's committee for clinical investigation. All work involving animal experimentation should comply with NIH guidelines for care and use of laboratory animals (applicants outside the United States need to comply with similar guidelines set forth by their country).
12. Any grants awarded by AFSA are for one time only. If the applicant desires further assistance, a new application must be submitted. In the past, however, we have approved the funding of a two-part project, pending on the success of the first part of the project. Applicants must consult AFSA if a two-part application is being considered.
13. Any discovery made under a program supported by AFSA must be reported promptly to AFSA. Application for a patent may not be made without prior written notice to AFSA.

All grant applicants must include one signed copy of this "Research Grant Conditions of Award" as a necessary part of the application to AFSA.

I have read and understand AFSA's "Conditions of Award" and my signature below signifies that I agree to abide by all conditions specified above.

Applicant's Signature: _____ **Date:** _____

With regards to condition items 4, 5, and 6 above pertaining to project accounting:

Institutional Grants Officer Signature: _____ **Date:** _____

(or whomever will be responsible for the project accounting)

Name and title of the Grants Officer: _____

E-mail address of the Grants Officer: _____



RESEARCH GRANT APPLICATION FORM INSTRUCTIONS

I. METHODS/CRITERIA FOR EVALUATION

Applications will be reviewed NIH-style and ranked by members of the AFSA Medical Advisory Committee and independent reviewers representing areas of expertise relevant to the project. **A brief summary/review will be available to any successful or unsuccessful applicant.**

Each proposal will be reviewed using the following criteria:

1. Applicant's past performance, competence, and institutional environment.
2. The originality and timeliness of the project.
3. The project plan including the design and methods, feasibility, relevance to FMS, sample-size justification, and budget.
4. Patient-relevance of project.

II. INSTRUCTIONS FOR SUBMITTING GRANT APPLICATIONS

A complete application packet must be submitted, including the following:

1. **Application Form.** (Use enclosed form.) Please indicate if this application should be considered as a clinical or basic science grant.
2. **Research Description.** A total of 5 pages, excluding references, bibliography, charts and graphs, typed on one side of the page only, with 1" margins. Please include the following subdivisions:
 - A. Specific aims
 - B. Background, including preliminary studies, if any
 - C. Methods, experimental design, feasibility, subject selection criteria, sample size, and time schedule
 - D. Significance and justification
 - E. Literature cited
3. **Proposed Budget.** (Use enclosed form.) Please provide itemized costs and narrative budget

justification. A Statement of concurrent and pending support should be included in the application.

4. **Lay-language Article.** (Use enclosed form.) For publicity use, write a brief description in simple lay language summarizing the proposed research and its significance. Funded applicants may be asked for additional project elaboration as needed for publicity purposes.
5. **Biographical Sketch.** (Use enclosed form.)
6. **Evidence of compliance with government requirements.** (Use enclosed forms.) The appropriate compliance form(s) must be submitted with each application if human and/or animal subjects are involved in the research project. It becomes part of your application and must be appropriately signed. **If human and/or animal subjects are not involved in the research project, please state so on the application form in the appropriate place.**
7. **Submit original together with four copies (five total copies),** along with a signed "Conditions of Award," to:

**Research Grants Program
American Fibromyalgia
Syndrome Association, Inc.
Attn: Kristin Thorson
7371 E Tanque Verde Rd
Tucson, AZ 85715**

Incomplete applications will not be considered. Applications lacking any of the required materials are considered incomplete. The applicant bears responsibility for receipt of a complete application by AFSA. Applications without prior Letter of Intent and favorable review may be rejected.

Award notifications: approximately 3 months after submission. For further information, contact Kristin Thorson at ktthorson@afsafund.org, fax to (520) 290-5550, or call (520) 733-1570 after 2:00 p.m. MST.