KIDNEEDS GRANT APPLICATION INSTRUCTIONS
DENSE DEPOSIT DISEASE

I. PURPOSE
The purpose of KIDNEEDS is to encourage and support research in sciences related to the investigation of DENSE DEPOSIT DISEASE (DDD), a type of C3 GLOMERULOPATHY (C3G). Appropriate areas of research include diagnosis, management and pathogenesis of this disease. These can involve physiological, biochemical, pharmacological, physical, genetic, environmental, or pathological investigations.

II. POLICIES
A. GENERAL RESPONSIBILITY.
Awards are made to an Institution on behalf of a Grantee. The Grantee Institution is obligated to administer the grant in accordance with regulations and policies now in effect governing Public Health Service Grants. In accepting a research grant, the Institution and the Principal Investigator (PI) are responsible for using Grant Funds for the purposes set forth above.

Direct cost expenditures should follow the policies set forth by the Public Health Service. The policy statement of the Public Health Service for Grants for research projects lists expenditures that are allowable and not allowable. Indirect cost (overhead) will be allowed in an amount not to exceed 10% of direct costs. The maximum award is $50,000 per granting period, including indirect costs.

Grants can be renewed for 2 periods. Renews are competitive.
Grants are available to research scientists in North America and Europe. No funds may be requested or used for investigator travel or salary except.

B. CONDITIONS OF SUPPORT.
• The project period is for one year beginning January 1. Grant applications must be submitted electronically by October 31 for possible funding in January.

• A progress report is due ten months later (October 31 of the grant year).

• A project period may be extended for another 12 months without additional funds as a no-cost extension if requested by the Principal Investigator and approved by the Fund Advisory Board before the end of the project period.

• To obtain continued grant support, a competitive renewal application must be submitted electronically by October 31. The competitive renewal can serve as the progress report.

• Each application, whether new or continuing, competes with all submitted applications for funds available for the next calendar year.
A grant may be revoked or terminated by the Fund Advisory Board at any time within the project period if it is determined that the Principal Investigator or the Grantee Institution has failed in a material respect to comply with the terms and conditions of the grant.

C. PROJECT CHANGES.

Changes in project methodology or approach are permissible if these changes expedite achievement of the project’s research objective and are approved in writing by means of a letter from the Board of Directors of Kidneeds in response to a letter of request from the PI.

If the PI is to be absent or unable to work for a period of two months or more, or wishes to withdraw from the project or to transfer to another institution, the Board of Directors of Kidneeds must be notified immediately. Disposition of the grant will be determined by negotiation.

D. PUBLICATION AND PUBLICITY.

Investigators are expected to make the results of their research promptly available to the scientific public. Publicity regarding the scientific results of a project must conform to the policies of the Grantee Institution, with proper acknowledgment of support by KIDNEEDS, who should be notified. A copy of any published works should be included with the Research Report sent to the Board of Directors of Kidneeds.

E. ACCOUNTING RECORDS AND AUDIT.

Accounting records for the grant should be in accord with the Grantee Institution’s accounting practices. A year-end report of expenditures must be completed to show the exact nature of expenditures for each project period, and submitted within four months of the end of the grant period (i.e. by April 30) (see F.1.).

F. REPORTS.

1. A Financial Report must be submitted within four months (by April 30th) of the end of the grant period.

2. A Research Report must be submitted within four months (by April 30th) of the end of the grant period unless a continuation grant application has been submitted.

G. QUALIFICATION AND CRITERIA FOR REVIEW.

A research proposal will qualify for review when it involves physiological, biochemical, pharmacological, physical, genetic, environmental, or pathological investigations, or other studies, which are related DENSE DEPOSIT DISEASE. The proposal must be supported by a statement from the investigator as to how the research may lead to the amelioration of the consequences of this disease. (This statement is to be included under the Research Plan, III.B.9.c.)

H. HUMAN SUBJECTS AND ANIMAL RESEARCH.

Before the proposal will be considered for review, the Institutional Review Board (IRB) and/or Institutional Animal Care and Use Committee (IACUC) of the applicant institution (as
appropriate) must review and approve the proposal. A copy of the letter(s) of approval should be attached. If approval is pending, in the event of an award a letter of approval must be received prior to receiving the award. Indicate "Pending" on the Face Page of the application. The policies of the Office for Protection from Research Risk (OPRR), National Institutes of Health, Bethesda, Maryland 20892 must be fully implemented and satisfied.

III. INFORMATION AND INSTRUCTIONS FOR A RESEARCH APPLICATION

A. GENERAL INFORMATION

The applicant should read the instructions in order to avoid delays and misunderstandings. Incomplete or inaccurate applications will be returned. The application must be single-spaced and typed in English using Arial, Helvetica, Palatino Linotype or Georgia typeface, a black font color, and a font size of 11 points or larger.

Number the pages of the application consecutively (not 2A, 2B, etc.) at the bottom of each page, beginning with the face page of the grant. Use blank continuation pages where needed, numbering them consecutively at the bottom of the page.

Submission / Review Schedule. Electronic submissions ONLY; e-mail the completed, signed application to richard-smith@uiowa.edu by October 31 in order to be considered for funding beginning January 1.

B. SPECIFIC INSTRUCTIONS FOR GRANT APPLICATION

1. Face Page. State project title, name, title, and degrees of principal investigator; whether this is a new or renewal application; dates of proposed project period, and the direct, indirect, and total costs. For numbers 6-10, indicate institutional address, phone numbers and e-mails for the principal investigator, the applicant organization, the performance site (if different), the official who is authorized to sign for the applicant organization (e.g., Assistant Dean for Research, etc.), and the official in the Business Office who will accept an award on behalf of the Principal Investigator. For number 11 and number 12, indicate status of project approval by the Human Subjects or Institutional animal Use and Care Committee. For number 13, Principal Investigator’s and Institutional Official’s signatures are required.

2. Biographical Sketch (es). Submit biographical sketches for the Principal Investigator and Co-investigator(s) in NIH format.

3. Budget. Present a detailed budget for the 12-month period. Salary and travel support for investigators are not allowed. Justify equipment costing more than $1,000 (use additional pages if necessary).

4. Budget Report, Expenditures to Date, and Budget Estimate for the Future. This page is required only with applications for continued support (see II.F.1.). For renewal applications, expenditures-to-date for the current year’s support and an estimate of expenditures anticipated for the remainder of the grant year must be included.

5, 6. Human Subjects; Animals. If Human Subjects or animals are used in the project, in the event of an award, before an award can be made the Institutional Review board (IRB) or...
Institutional Animal Care and Use Committee (IACUC) of the applicant institution must review and approve the proposal. The policies of the Office for Protection from Research Risk (OPRR), National Institutes of Health must be fully implemented and satisfied.

7. Other Research Support. List all other current and pending research support. Use NIH format.

8. Previous Funding from KIDNEEDS. Indicate which year(s) the Principal Investigator has received funding from the KIDNEEDS.

9. Research Plan and Supporting Data. Copy this page or use blank continuation page as needed (NOT OVER 10 PAGES TOTAL FOR a THROUGH e).

   a) Specific Aims. List briefly and concisely, the specific aims of the proposed research.

   b) Introduction, Background and Significance. Present a concise description of the background and current status of work in the area of this proposal and the rationale behind your approach to the problem. Mention any special or unusual ideas or contributions, which your approach offers and explain the potential importance for the proposed work. Emphasize your awareness of significant developments in the field by discussing pertinent literature. Cite key references to aid the Scientific Advisory Board of the Research Fund in evaluating the merits of the proposal [indicate these key references by an asterisk].

   c) Research Statement. INCLUDE: A paragraph statement indicating how the research may lead to the amelioration of the consequences of Dense Deposit Disease.

   d) Preliminary Studies/Progress Reports. New applications should include PRELIMINARY STUDIES pertinent to the application (NO MORE THAN FIVE PAGES FOR SECTIONS a, b, c and d).

   e) Experimental Design and Methods. Give details of your research plan, describing the experimental approach in detail. Include a description of the types of experiments or other work to be performed; methods, species, and techniques to be used; the kinds of data to be obtained and the method of data analysis. (NO MORE THAN FIVE TYPEWRITTEN PAGES)

   f) Facilities and Equipment. Describe facilities at your disposal and list major items of permanent equipment available for this research.

   g) Literature Cited.