|  |  |
| --- | --- |
| **Another Look: Research to Improve Health for Older Adults in Long Term Care Facilities**  **Section 1: Face Sheet** | |
| **Title (Max 90 characters)**   |  | | --- | |  | | |
| **Principal Investigator:**  Name:   |  | | --- | |  |   Title:   |  | | --- | |  |   Address:   |  | | --- | |  |   Degree(s) month/year   |  | | --- | |  |   Institutional Dept:   |  | | --- | |  |   E-mail:   |  | | --- | |  |     Telephone:   |  | | --- | |  |   **Applicant Host Organization:**  Name:   |  | | --- | |  |   Contact Name & Address (the mailing address where the grant check should be sent):   |  | | --- | |  |   **Institution’s IRS Employer Identification Number:**   |  | | --- | |  |   Length of project\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Project Budget $\_\_\_\_\_\_\_\_\_  Will this project require IRB approval? \_\_\_\_ YES \_\_\_\_ NO | **Project Terms:**  Each application must include evidence that the applicant has the unrestricted right to publish the results of the study regardless of the nature of the findings.  For example, if an applicant is relying on another organization to supply data or access to participants or other resources that represent a source of data, as a condition to having the application reviewed, the applicant must provide a letter from at least two legally authorized individuals from that organization, attesting to the applicant’s right to publish or disseminate results regardless of findings.  The other organization may ask to review those results for no longer than 30 days after they have been submitted to that organization for review, if desired by that organization, but may not in any way impede the publication or dissemination of those results.  Each application acknowledges that it is the intent that the findings be published or otherwise made public within 12 months after the study is completed.  **Certification:**  We, the undersigned, certify that the statements contained herein are true and complete to the best of our knowledge, and agree to accept the terms and all policies of The Patrick and Catherine Weldon Donaghue Medical Research Foundation.  **Principal Investigator**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Signature/Date**  **Institutional Officer**  Name:  Title: Telephone:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Signature/Date** |

**Section 2: Project Summary (250-word limit)**

**Section 2a: Stakeholder Organization**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Organization Name** | **Address** | **Contact Name** | **Title** | **E-mail** |
|  |  |  |  |  |

**Role in Project (250-word limit):**

**Section 2b: Glossary of Research Terms, Acronyms, and Abbreviations (list)**

**Section 3: Project Description (7-page limit)**

* **Introduction, background, and research question (one-page limit for this section)**
* **Description of dataset**
* **Collection of new data**
* **Research plan, including all methods, and analyses**
* **Limitations of chosen research methodology and strategies for mitigating them (500-word maximum) (i.e., data collection/analysis method, sample size, the scope of research aims and objectives, gaps in field data, biases)**
* **References & citations**

**Section 4: Project Timeline and Key Activities**

|  |  |
| --- | --- |
| **Principal Investigator** | **Project Name** |
|  |  |

**Additional Notes (Optional)**

|  |  |  |
| --- | --- | --- |
|  | **Year 1** | **Year 2** |
| **Research** |  |  |
| **Knowledge Transfer and Implementation Activities** |  |  |

**Section 5: Annual Budget(s)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Personnel** (Name, Title) | **Role** | **% Effort** | **Salary** | **Fringe** | **Totals** |
|  |  |  |  |  |  |
| PERSONNEL SUBTOTALS | | |  |  |  |
| **STAKEHOLDER ORGANIZATION EXPENSES** | | | | |  |
|  | | | | |  |
| STAKEHOLDER ORGANIZATION EXPENSES TOTAL | | | | |  |
| **DATA COSTS** | | | | |  |
|  | | | | |  |
| DATA COSTS SUBTOTAL | | | | |  |
| **TRAVEL** | | | | |  |
|  | | | | |  |
| TRAVEL SUBTOTAL | | | | |  |
| **OTHER EXPENSES (I.E SUBCONTRACTOR EXPENSES)** | | | | |  |
|  | | | | |  |
| OTHER EXPENSES SUBTOTAL | | | | |  |
| **TOTAL DIRECT COSTS FOR 12-MONTH BUDGET PERIOD** | | | | |  |
| **INDIRECT COSTS (UP TO 10%)** | | | | |  |
| **TOTAL COSTS FOR 12-MONTH BUDGET PERIOD** | | | | |  |

Complete this form showing the funds requested from the Donaghue Foundation according to the breakouts described below for each 12-month period of funding. Please copy this page and complete for both project years. Check one of the following to indicate the budget period for each sheet submitted: \_\_\_ Year 1 \_\_\_ Year 2

**Section 5a: Total Cost for Proposed Budget**

|  |  |
| --- | --- |
| **Category** | **Cost** |
| PERSONNEL |  |
| STAKEHOLDER ORGANIZATION EXPENSES |  |
| DATA COSTS |  |
| TRAVEL |  |
| OTHER EXPENSES |  |
| TOTAL DIRECT COST |  |
| INDIRECT COSTS (UP to 10%) |  |
| TOTAL COSTS |  |

**Section 5b: Budget Justification**

Please provide a concise explanation to justify all significant expenses in the budget.

**Section 6: Research Ethics Preparation**

**Section 7: Informed Consent of Human Subjects (insert form)**

**Section 8: Supplemental Materials**

Please attach the following supplemental materials to this application in **PDF** format. Failure to do so will result in an incomplete application, which could deter further consideration of your **Another Look** grant program application.

1. **Letters of Support (attach as separate PDF)**

All letters of support should be housed in one file labeled **“PILastName\_df\_letters of support.”** Letters should be in PDF format on letterhead and contain signatures

1. **Principal Investigator(s) & Stakeholder Curriculum Vitae/Resume(s) or Biosketch(s) (attach as separate PDF)**

All CVs and or biosketches should be housed in one PDF file labeled **“PILastName\_df\_CVandbiosketches.”**

1. **Publications (attach as separate PDF)**

All publications should be housed together in one file labeled “**PILastName\_df\_publications**.” Publications should be in PDF format.