



Funding Hope, Help and Possibilities
1601 E 19th Avenue, Suite 3200
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**The Limb Preservation Foundation
RESEARCH GRANT GUIDELINES**

The Limb Preservation Foundation (LPF) research grants are made possible by individual donors and the fund raising efforts of LPF. The purpose of the LPF Research Grant Program is to support exceptional research projects that will help lead to better treatment protocols to save limbs in jeopardy.

Laboratory or clinical research will be considered for funding. Particular emphasis will be placed on support of independent junior investigators, postdoctoral, and research fellows (M.D., DVM, or Ph.D. certified). Pilot studies which will become eligible for further funding through conventional support mechanisms will receive priority.

ELIGIBILITY

Scientists and clinicians of nonprofit research, medical service, and educational institutions are eligible to apply for grants. Educational institution applicants must have faculty status or a mentor with faculty status.

DURATION

Research grants will be made for research to take place in the next 12 months beginning the grant the approval date. Under exceptional circumstances, grants may be extended for longer than one year with the approval of the LPF. Requests for extensions must be filed with the LPF 90 days prior to expiration of the grant term.

INDIRECT COST RECOVERY

It is the policy of the LPF that indirect cost recovery (ICR) will be no more than 10%. Total costs: \$50,000 maximum (includes direct and indirect).

INTELLECTUAL PROPERTY POLICY

Should a commercial product or intellectual property result from the work associated with this grant, the primary investigator (PI) and his/her academic institution agree to the following requests of The Limb Preservation Foundation.

1. The Limb Preservation Foundation will be notified of any patent application or potential for a commercial product as soon as possible and before any unrelated third party.
2. The Limb Preservation Foundation will be given the opportunity to negotiate for the rights to such products or patents.

Receipt and acceptance of The Limb Preservation Foundation grant is an acknowledgment by the PI and the institution that this policy is acceptable, unless otherwise noted.

DUPLICATED RESEARCH SUPPORT

If a project is funded by more than one source during the course of The Limb Preservation Foundation grant, the PI must inform the LPF of that occurrence.

PUBLICATIONS

It is fully expected that the funded research will result in a publication in a peer reviewed journal. All publications, abstracts, or similar communications resulting from work supported by the LPF must acknowledge this support by inclusion of the statement "Supported (in part) by a research grant from The Limb Preservation Foundation." The LPF shall have 30 days to review and comment on any proposed publication. A reprint or copy of the publication or abstract must be sent to the LPF.

REPORTS

The principal investigator is responsible for making **quarterly** progress reports and the completed report at that time the work has been completed. *The final 10% of any grant award whose principal investigator does not submit both a scientific report and a financial expenditure sheet for the entire grant period will be withheld until both documents are submitted. The principal investigator is responsible for acquiring the financial report from the appropriate financial agent at his or her institution.* If research is not completed by the end of the grant period, a letter stating when the project will be completed should be submitted with the progress report and expenditure list.

Failure to submit reports will jeopardize future funding to the individual and the institution.

FINANCIAL AUDIT

The LPF requires that the applicant's institution provide a full accounting of the expenditure of funds from the grant. Please send this accounting to the LPF within 60 days of the grant's completion. LPF reserves the right to rescind the grant or to disallow expenditures when it deems them inappropriate to the approved goals of the project or to be contrary to the best interests of the LPF

SUBMITTAL

Applicants must submit an original copy and electronic copy of the completed grant application to **The Limb Preservation Foundation, Scientific and Medical Advisory Committees , c/o Shelbi Perry, Executive Director , 1601 E 19th Avenue, Suite 3200, Denver, CO 80218.**

Electronic copy to: Shelbi@limbpreservation.org

ACCEPTANCE PROCESS

Grants will be reviewed by the Scientific Advisory Committee and the Medical Advisory Committee of the LPF. Applicants will be notified within 60 days or before, with funding to begin immediately. Grant proposals not chosen will receive notification only.

The grantee will not include the name of the LPF in any advertising, sales promotion, or other publicity without the prior written permission of the LPF.

Each party agrees to comply with all applicable federal, state, and local laws, codes, regulations, and rules in the performance of this agreement.

Each party shall satisfy all insurance requirements of this agreement.

CORRESPONDENCE

All inquiries regarding the grant process, administration requests, etc., should be directed to Shelbi Perry, Executive Director, The Limb Preservation Foundation, 1601 E 19th Avenue, Suite 3200, Denver, CO 80218.



RESEARCH GRANT SUBMISSION INSTRUCTIONS BY PAGE

Requirement #1. Page 1 - 2: APPLICATION FORM

The LPF Research Grant Program Application Form face page (cover sheet) must be utilized for all applications to be considered for funding.

Both the principal investigator (PI) and an institutional official authorized to accept responsibility for administration of the grant must sign the face page (application form) signifying their assurance that they will abide by the requirements of the LPF and this program.

Requirement #2. Page 3: LAY SUMMARY

Applications must include a summary of the project, limited to a double-spaced, single page of type. Use 12 point font with $\frac{3}{4}$ inch margin (left, right, top, and bottom). It should consist of a brief description of the objectives, rationale, methods, and expected results. It should be written so that it will be understandable by a *lay* audience.

Applicants must provide a list of key personnel and roles on project including consultants and collaborators.

Requirement #3. Page 4: BUDGET

A detailed, categorical budget request for the project must be provided. Up to 25% of salaries and fringe benefits may be included for technicians with at least a bachelor's degree, post doctoral fellows, and graduate students training to be principal investigators, except that no salaries will be allowed for faculty or equivalent positions. Justification should be included for any costs that are unusual. Travel funds, publication costs, or items of major equipment (cost per item exceeding \$5,000 with useful life of more than one year) are not allowed. *Funds will not be provided to pay for clinical services or equipment that is otherwise a reimbursable cost. Awards cannot exceed \$50,000 including ICR of 10%.*

Requirement #4. Page 5 - 6: BIOGRAPHICAL SKETCH

Research grant applications should include a biosketch of the principal investigator and of all personnel included in budget. Biographical sketches should use NIH Form 398.

Requirement #5. Page 7: CURRENT AND PENDING SUPPORT

All applicants must include a complete list of all current and pending research support for all key personnel. Describe overlap with current application.

Requirement #6. Page 8 - 13: PROJECT PLAN

A complete, but concise, description of the project must be included. This portion of the application should contain the specific aims (no more than 1 1/2 pages), experimental design and methods (limited to three pages), and any other information required to fully describe the proposed work. The project plan should be no more than a total of six typed pages including figures, tables, and other relevant data.

Specifications: Font should be 12 points or larger, Times New Roman or Arial, and for figure legends no smaller than 10 points. Margins should be 3/4 inch on all sides (left, right, top, and bottom). Failure to follow instructions results in administrative disqualification, and submission will not be reviewed.

Requirement #7. Page 14: LITERATURE CITED

Literature cited should be no more than one page.

Requirement #8. Page 15: OTHER FACTORS AND ASSURANCES

Applicants may include a concise description of any other factors that should be considered in evaluation of the proposal; for example, specialized resources of equipment available to the study, collaborative arrangement (verified by letter of agreement), or special relevance to limb preservation.

If the proposed work involves human subjects, vertebrate animals, or recombinant DNA research, the principal investigator and institutional official, and mentor, if applicable, must certify that they will adhere to appropriate regulations of the United States Public Health Service, Nations Institute of Health, including approval of the study by a properly constituted Institutional Review Board, Institutional Animal Care and Use Committee, or Biosafety Committee, respectively. If the proposed grant includes a fellowship, the mentor must include his assurance of proper supervision and conduct of the research.