

Knights Templar Eye Foundation, Inc.

PEDIATRIC OPHTHALMOLOGY CAREER-STARTER RESEARCH GRANTS

The Knights Templar Eye Foundation is committed to support research that can help launch the careers of clinical or basic researchers committed to the understanding, prevention and cure of vision threatening diseases in infants and children. We support clinical or basic research on conditions that can advance treatment or prevention. Examples of target diseases/conditions include amblyopia, congenital cataract, congenital glaucoma, retinopathy of prematurity, ocular malformations, congenital nystagmus, and other hereditary eye diseases such as retinal dystrophies or retinoblastoma. Proposals for support of basic research on the eye and development of the visual system are welcome, but these must directly relate to pediatric eye diseases.

The Knights Templar Eye Foundation, Inc. (KTEF) invites eligible investigators (clinician scientists and basic research scientists) to submit applications for Pediatric Ophthalmology Career-Starter Research Grants for the next award period of July 1, 2024 to June 30, 2025. Deadline for receipt of the online submission of the application is midnight CST **Monday, January 15, 2024**.

GUIDELINES FOR NEW APPLICATION

1. The relevance of the specific research to the eye diseases of infants and children should be clearly and specifically described in the lay and scientific summaries and in a separate statement at the end of the application (see below).
2. The Applicant should be situated at the beginning of his/her academic career (defined as no more than seven years from completion of formal training, including postdoctoral fellowships). In his/her Biographical Summary, the Applicant should indicate how many years have elapsed since completion of formal training. The Applicant must **not** hold an academic rank of Associate Professor or higher.
3. Awards will be restricted to investigators living and working legally in the United States or one of its territories. All research described must be conducted at institutions of higher learning or federal or state scientific or health care agencies (e.g., NIH, NSF, CDC, DOD, VA, AMA, AAMC, etc.) located in the U.S. or one of its territories.
4. The Applicant must have received an M.D., Ph.D. or equivalent degree. The Applicant must not be a current or past Principal Investigator (PI), Co-Principal Investigator or Co-investigator of a National Institutes of Health Research Project Grant (R01, R15, R21, R24, R34, or R00), an NIH Career Development Award (K08, K12, K23, or K99), or a Small Business Grant (R41 or R42) or have served as the PI of a Collaborative Clinical Research Agreement (UG1 or U10). Furthermore, the applicant must not have received notice of approval of any of the aforesaid grants that may be awarded and provide funds to the applicant as PI, Co-PI or Co-investigator during the prospective period of Knights Templar Eye Foundation, Inc. support. Recipients of previous NIH support under Institutional Training Grant mechanisms (T32) or Individual Fellowship Awards (F30, F31, F32) remain eligible for KTEF funding.
5. The Project should have **no** scientific or budgetary overlap with any existing grants of the Applicant or of a previous or current mentor/preceptor. There must be a clear statement of how this project is distinct from prior or currently funded research of either the mentor/preceptor or applicant. The applicant should **not** have had prior funding from KTEF (with one exception – see Guidelines for Competitive Renewal). No more than one grant will be awarded to an individual laboratory or preceptor each year.

6. The application must be authored by the Applicant as an original research proposal. Preliminary data may have been generated in the mentor's lab, but the work must be different enough from that being done in the mentor's lab that the research can be transferred with the Applicant when he/she eventually establishes his/her own lab. Both the Applicant and the mentor or advisor must sign a statement to this effect. The institution receiving the grant is responsible for assuring that the submission of the grant and the proposed research complies with institutional guidelines for scientific integrity and that the Applicant will be appointed as a faculty member or trainee at the institution for the award period.

7. Applications will be accepted for only one year of funding, with the project scheduled for completion during the year of funding. **The maximum award is \$90,000 for one year.** The initial payment on the grant is \$80,000 with a holdout of \$10,000 until we receive a status report due March 1st. **KTEF will not pay indirect costs to the grantee institution.** The number of grants awarded per year will be determined by available funds.

8. A KTEF research grant is NOT simply a mechanism to fund a clinical pediatric ophthalmology fellowship or additional research personnel in a mentor's lab. The successful application will include clearly documented evidence that the author of the application will be able to use the data generated from KTEF support to secure independent funding for his or her career launch as an independent clinical or basic science investigator.

9. Funds are to be placed in an institutional account and may be used for partial or full salaries of investigators and technicians, equipment, purchase of animals, animal care, software and consumable supplies, and appropriate travel. The Knights Templar Eye Foundation, Inc. must approve, in advance, transfer of funds to another institution during the award period. The grant is attached to the applicant, not to the institution. **All unused funds are returned to the Knights Templar Eye Foundation, Inc.**

10. The application, as described below must be in the following order and each sheet must have page numbers as shown below (page numbers are to be at the bottom of each sheet). If the pages needed are less than the pages allocated leave blank with the wording "Left intentionally blank", please include the page number on the blank page. The font is Times New Roman and no smaller than 11 points **for all text including text in photos** and the margins no smaller than one inch. The application will be in the following order: (SUBMITTED GRANT APPLICATIONS THAT DO NOT FOLLOW THESE INSTRUCTIONS WILL BE REJECTED WITHOUT MERIT REVIEW.)

- _Title Page Page 1
- _Scientific Summary Page 2
- _Lay Summary Page 3
- _General Plan of Research Activity (outline format) Page 4
- _Research Proposal Pages 5-10
- _Budget with Justification Page 11
- _Resources Page 12
- _Application Authorship Statement Page 13
- _Current and Pending Research Funding of the Applicant and, if applicable, of the Preceptor Page 14
- _Relevance of the Research Proposal to Pediatric Eye Disease and Care Page 15
- _Goals and Career Plans of the Applicant for the next five years Page 16
- _How will this grant be beneficial for the Applicants career trajectory? Page 17
- _Biographical Summary of the Applicant Appendix A
- _Biographical Summary of the Preceptor, if applicable Appendix B
- _Letters of support from the Department Chair and Preceptor, if applicable Appendix C
- _References Appendix D

11. **Title Page** - The Title Page MUST include:

- Official name of the Research project
- Name, address, phone number and email address of the Applicant and the Preceptor, if applicable
- University/hospital affiliation of the Applicant and Preceptor, if applicable
- Name, address, phone number and email address of the Grants Officer for the institution
- Name and address to be placed on the check if awarded
- Federal TaxID number of the institution (FIN) if awarded

12. **Scientific & Lay Summary** - The Applicant should provide a **Scientific Summary** (not to exceed 250 words) and a **Lay Summary** (not to exceed 250 words) of the proposal for use in KTEF and other publications and announcements in the event of an award.

13. **General Plan** - This will contain a brief General Plan of the Research Activity in outline format.

14. **Research Proposal** - Research Proposal, including any preliminary data. If human subjects are involved, the IRB protocol status should be described in this section. If animals are involved, the IACUC protocol status should be described in this section. **Applications containing Research Proposals that exceed 6 pages in length will not be reviewed.**

15. **References** - References.

16. **Budget with Justification** - Budget with justifications. Personnel, equipment and other anticipated expenses should be itemized.

17. **Resources** – List personnel, equipment and space resources currently available to support the project.

18. **Application Authorship Statement** - A sample of the Authorship Statement:

Application Authorship Statement

We the undersigned hereby declare that the 20xx Knights Templar Eye Foundation grant proposal titled: *<title of grant proposal>*; was authored in its totality by the Applicant, *<PI name>*, who is a *<xxxxxx Example-Postdoctoral Fellow>* at *<Institution>*.

We declare that this is an original research proposal that has no overlap with any grants currently being held by *<PI name>*, or *<Preceptor>*.

PI: *<PI name>* (electronic signature)

Preceptor: *<Preceptor>* (electronic signature)

19. **Current and Pending Research Funding of the Applicant and Preceptor** - The section on Current and Pending Research funding of the Applicant, if applicable, and the Preceptor in whose laboratory the research will be performed, must be completed. The project should be original and not one covered by grants pending or previously awarded to the Applicant or Preceptor. If a related grant application to another organization is pending at the time of submission of the application, it is the responsibility of the applicant to relay the result of the funding decision to KTEF before March 15th of the funding year.

20. **Relevance of the Research Proposal to Pediatric Eye Disease and Care** - Proposals must include an explicit statement addressing the relevance of the research proposal to pediatric eye disease and care.

21. Goals and Career Plans of the Applicant for the next five years. Please describe in 500 words or less (Applicant) goals and Career plans.

22. How will this grant be beneficial for the Applicants career trajectory? Proposals must include a short paragraph describing how this KTEF Career Starter grant will contribute to the applicants' goals and career trajectory.

23. **The Biographical Summaries** - The summaries should be in the NIH format, listing publications and past experience (nih.gov and under 'Funding for Research', go to 'Forms', then go to 'PHS 398', and then 'Biographical Sketch Format Page' and 'Biographical Sketch Sample').

24. A letter from the Chair is required and should include an evaluation of the Applicant, as well as assurance that sufficient **laboratory space and other resources will be provided to the Applicant for the award period**. For young investigators without independent support and/or working in the laboratory of a Preceptor, a letter from **the Preceptor (senior investigator) is ALSO required, with reference to laboratory space and other resources provided to the Applicant for the award period**. Preceptors' letters also should include an evaluation of the Applicant with statements supporting the particular research project and justification for the funding requested in the application.

25. The deadline for online submission of applications for the 2024-2025 award period is midnight CST, **Monday, January 15, 2024**. The Scientific Advisory Committee will meet in March, 2024, to evaluate applications and select awardees. All notification will be mailed out the first week in April to the PI address indicated on the Title Page.

PLEASE SUBMIT THE APPLICATION ONLINE AT <https://www.hightail.com/u/ktef>

The entire application must be converted into a PDF and submitted as 1 file.

PLEASE ADDRESS ALL INQUIRIES REGARDING THE GUIDELINES FOR APPLICATION OR TERMS OF THE AWARD TO:

Mr. Robert W. Bigley
Knights Templar Eye Foundation, Inc.
3201 Cross Timbers Road, Bldg. 4 - Suite 300
Flower Mound, TX 75028
Phone 214-888-0220 Fax 214-888-0230
Email: manager@ktef.us

If awarded,

1. A Certification form will be mailed to the recipient which we will need filled out and signed by the applicant. It is the responsibility of the applicant to verify with the institution the payee of the check and the tax ID number.
2. On the form is an area to fill in if the institution is allowing visitors. KTEF will send the check once the Certification Form is received. If the institution is receiving visitors a representative from the Knights Templar Eye Foundation will contact the applicant and the institutions contacts provided.

The Applicant should be available when the representative of the Knights Templar Eye Foundation visits. Please remember visitation depends on the availability of the Knights Templar Eye Foundation representative and the schedules of our Sir Knights and the availability of the recipient of the grant. The preceptor, if applicable and the Chair of the Department should also be present.

2. The recipient institution will be expected to issue a local 'press release' with a photo of the award within 30 days of the presentation and send a copy to Mr. Bigley (above) of the KTEF. Failure of institutions to comply with this request will reflect negatively on applications from that institution in future years.
3. The institution will make a good faith effort to publish a photo of the doctor and lay summary in a publication of the department or university. Awards may be clustered into one presentation/publication (more than one award at the same institution).
4. All abstracts, posters (e.g. ARVO or other meetings) and publications describing findings of research supported by KTEF will acknowledge KTEF as a source of funding.