

ACG Clinical Research Awards

Frequently Asked Questions (FAQs)

Listed below are some commonly asked questions for the following ACG Clinical Research Awards:

- Junior Faculty Development Awards
- Clinical Research Awards
- Clinical Research Pilot Awards
- Smaller Programs Clinical Research Awards
- Medical Resident Clinical Research Awards (see separate section)
- Medical Student Research Awards (see separate section)
- **NEW** - Mid-Career/Senior Clinical Scientist Bridge Funding Awards

The questions are **organized by category:**

- [Membership / Eligibility Requirements \(pages 2-7\)](#)
- [Formatting and Grant Requirements \(pages 8-10\)](#)
- [Letters of Support \(page 11\)](#)
- [Budget \(page 12\)](#)
- [Junior Faculty Development Award Questions \(page 13\)](#)
- [Medical Resident & Medical Student Research Award Questions \(pages 14-15\)](#)
- [NEW - Mid-Career Bridge Funding Questions \(page 16\)](#)

For Technical Assistance Questions (login/grant site, etc.), please contact Cadmium directly by phone or email.

Hours: 9:00 a.m. – 9:00 p.m. EDT, Mon - Fri

Phone: (Direct) (410) 638-9239

Phone: (Toll Free) (877) 426-6323

Email: support@cadmiumcd.com

For Grant Content or Requirement Questions: Please refer first to the Grant Announcements and FAQs, as the information found there will answer the majority of questions.

If you need further clarification after you have reviewed the Grant Announcements and FAQs, please email your question to research@gi.org.

MEMBERSHIP/ ELIGIBILITY REQUIREMENTS:

Membership:

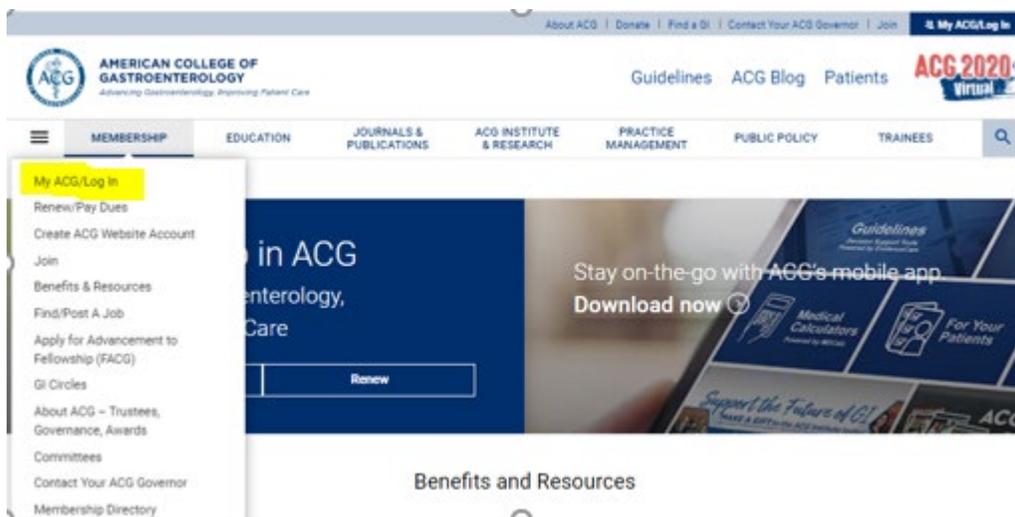
The grant application system requires your ACG member ID. To look up your member ID number, log into gi.org/membership then then click “My ACG/ Log In” from the menu. Enter your email and password to sign in. Select Renew/ Pay Dues from the Menu to see your membership information. Your Member ID is listed below Date of Birth. Enter the membership number into the grant application system.

Q: How do I find my ACG Member ID?

A: Follow steps listed below:

To FIND ACG MEMBER ID:

1. GO TO www.gi.org/membership
2. Click on ‘My ACG/ Log In’



3. Enter your email and password and click Sign In.

[Gi.org / Membership / My ACG/Log In](http://gi.org/membership/my-acg-log-in)

My ACG/Log In

Member Log In

Email Address

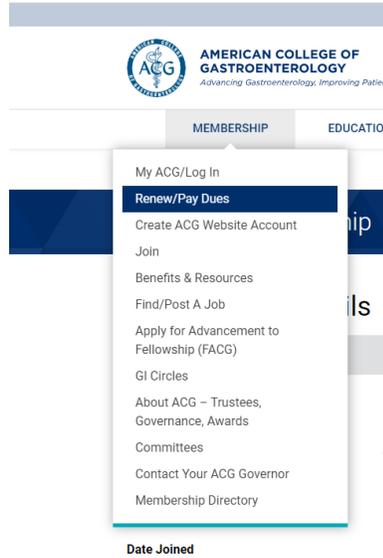
Password

[I forgot my password](#)

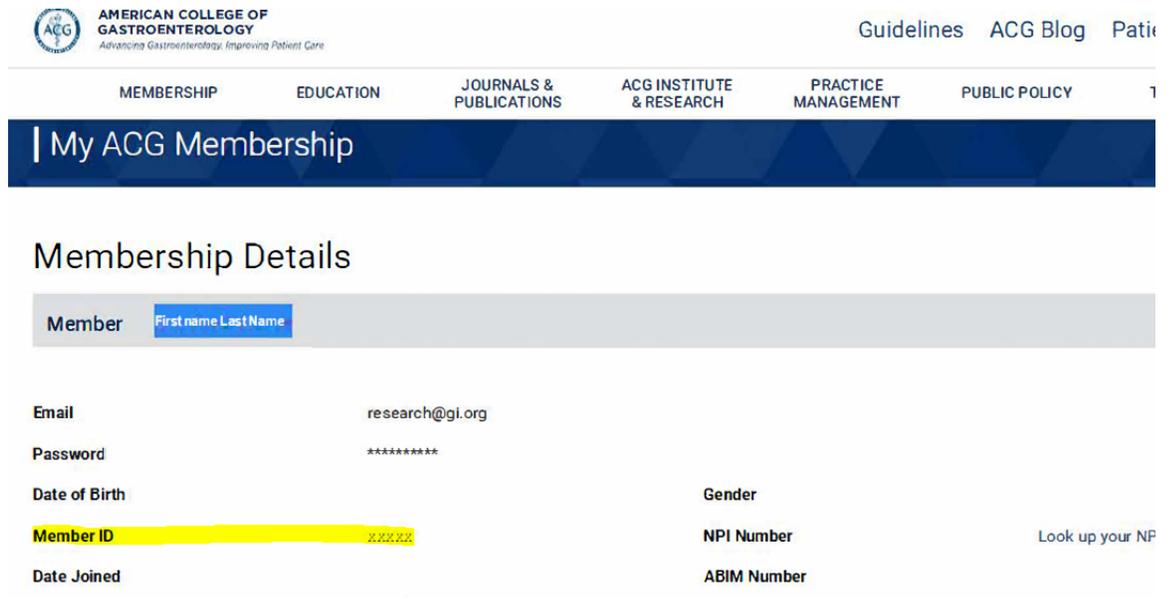
Sign In

[Create an ACG Website Account](#)

4. Select **Renew/Pay Dues** from the menu on the left



5. Find **Member ID**



6. Enter **Member ID** into the online application.



MEMBERSHIP VERIFICATION

Continue

Please answer the field below to continue

Q: I am interested in becoming an ACG member. What are the deadlines for submitting membership applications?

A: For regular ACG membership (not a trainee), the deadline to submit an application is September 25, 2020 in order to be considered for the October 2020 review by the Credentials Committee. The next membership review is held in January, after the December 4, 2020 grant deadline.

For ACG Trainee Membership, the application process takes at least two weeks. To submit your application prior to the 2021 ACG Clinical Research Awards deadline, Trainee Member applications are due by: November 20, 2020.

For more information: gi.org/join-acg

Q: I just applied for ACG membership. Am I eligible to apply for the ACG research awards?

A: For the Clinical Research Awards (including pilot programs), one of the investigators must be an ACG member at the time of application. If you have just applied for membership but have not yet received confirmation that it has been approved, you must include a co-investigator who is an ACG member. It typically takes one month to receive membership confirmation, which is separate from the confirmation that your membership application has been received.

For the Junior Faculty Development Awards, Mid-Career/Senior Clinical Scientist Bridge Funding Award, and Smaller Programs Clinical Research Award, you must be an ACG member at the time of the grant application.

Q: I am not an ACG member. Can I apply for the Clinical Research Award?

A: For the ACG Clinical Research Award and the Clinical Research Pilot Award, the PI can be a non-member. However, one person on the team of investigators for the project must be a member of ACG at the time of the grant application. The ACG Member ID of one of the investigators must be entered into the grant system (Cadmium) as part of the application. The PI may submit the grant through the online system but is NOT required to be an ACG member.

Q: For the Clinical Research Award or Pilot Award, does the PI have to be an ACG member?

A: One member of the team must be an ACG member though not necessarily the PI.

Q: My ACG membership has lapsed. Can I re-apply for membership?

A: Please contact ACG's Membership Coordinator to discuss your options. ACG phone: 301-263-9000 or email: membership@gi.org.

Q: I am a medical student. Am I required to be an ACG member?

A: No, membership is not required for medical school or Doctor of Osteopathy student applications for the Medical Student Research Award. However, your mentor must be an ACG member.

Q: I am in residency. Am I required to be an ACG member?

A: No, membership is not required for Medical Resident applications for the Medical Resident Clinical Research Award. However, your mentor must be an ACG member.

Eligibility for Specific Grant Types:

Smaller Programs Clinical Research Award

Q: Am I eligible for the Smaller Programs Clinical Research Award?

A: You must meet the following three criteria, in addition to what is requested in the RFA:

1. **Are you an ACG member at the time of submission?** If you have just applied for membership but have not yet received confirmation that it has been approved, you are **not** eligible. It typically takes one month to receive membership confirmation, which is separate from the confirmation that your membership application has been received. If your membership has expired/lapsed, contact ACG's Membership Coordinator at 301-263-9000 or at membership@gi.org.

2. **Do you have a faculty appointment at the Assistant Professor or Clinical Instructor level, at a "qualifying academic institution"?** Senior fellows may apply with a commitment in writing from the institution of a faculty position in the upcoming year.

3. **Is your institution a "qualifying academic institution," which has 15 or fewer full-time academic FTEs in the gastroenterology and hepatology sections throughout the healthcare system or a pediatric program with 7 or fewer FTEs within the pediatric department?** All faculty within the system count toward these totals, even if they are located at different hospitals (e.g., a potential applicant from an academic institution with six faculty at the VA and 10 at a university hospital would be ineligible for the program). The academic institution is defined as an institution that includes all of the sites listed in the ACGME application for the site's fellowship program, or for sites without a fellowship program, all facilities where any faculty member in gastroenterology or hepatology works.

Junior Faculty Development Award

Q: If I have received a Career Award, am I eligible for the Junior Faculty Award?

A: No, ACG's Junior Faculty Development Award is not intended for established investigators; rather, it is for junior faculty who are seeking to develop careers in clinical GI research. While certain NIH and career grants are specified in the grant announcement, other career awards do preclude you from applying.

Q: I received an NIH loan re-payment grant. Am I eligible for the Junior Faculty Development Award?

A: Yes, loan repayment does not compete with this award so you are eligible to apply.

Medical Student Research Award

Q: If I am an international medical student, am I eligible for the new Medical Student or Medical Resident Awards?

A: No, these award types are limited to U.S. and Canadian applicants.

Mid-Career/ Senior Clinical Scientist Bridge Funding Award

Q: Am I eligible for the ACG Bridge Funding Award?

A: You must meet the following **three** criteria, in addition to what is requested in the RFA:

1. **Are you an ACG member at the time of submission?** If you have just applied for membership but have not yet received confirmation that it has been approved, you are **not** eligible. It typically takes one month to receive membership confirmation, which is separate from the confirmation that your membership application has been received. If your membership has expired/lapsed, contact ACG's Membership Coordinator at 301-263-9000 or at membership@gi.org.
2. **Are you a U.S. or Canadian physician with a faculty appointment and more than 8 years out of fellowship?** This award is not intended for fellows-in-training or early career faculty.
3. **Do you have evidence of recent concluded research funding or new anticipated funding?** Must meet one of the following criteria:
 - a. Recipient of a recently concluded (within 2 years) NIH R01, VA Merit Award or National Science Award
 - b. Evidence of an ongoing application for renewal for federal funding, or
 - c. Evidence of new federal funding (scored but not funded research grant) to be re-submitted

International & non-U.S. applicants:

Q: Does ACG consider proposals based overseas, for non-U.S. applicants?

A: Yes, overseas projects or collaborations are eligible to apply for the ACG Clinical Research Award (including Pilot Awards). However, one of the investigators must be an ACG member at the time of the grant application.

PhD eligibility

Q: Are non-medical doctors (PhDs) eligible to apply for this award with a co-investigator who is an ACG member?

A: In the past, the College has funded non-medical doctors (PhDs) for the ACG Clinical Research Award. There is not an exclusion in the eligibility requirements.

However, the grant does require that "at least one of the investigators must be an ACG member or trainee member at the time of submission of the grant proposal." This could be as a co-investigator or PI.

Fellows-in-training eligibility for grants

Q: If I'm a GI fellow, is there a specific grant type I am eligible to apply for?

A: For gastroenterology or hepatology fellows, the Clinical Research Award or the Clinical Research Pilot Award are the best fits.

Animal Studies:

Q: Do the grants allow animal studies?

A: No, ACG only funds clinical research that involves human tissue. See the following language from the grant announcement:

"For the purposes of these awards, patient-oriented research is defined as: (1) research conducted with human subjects, (2) research on new diagnostic and therapeutic

interventions, and (3) research on material of human origin such as tissues and specimens. While research that explores mechanisms of human disease is highly encouraged, the research projects should be translational in nature; i.e., have direct applicability to clinical care. In general, studies involving animals will not be considered unless the work cannot be done in humans.”

Submitting to multiple grant categories

Q: I am submitting the same Junior Faculty Development Award project to another grant-making entity. Is this allowed?

A: An investigator should not submit the same project with minor budget modifications as an ACG Clinical Research Award AND a Junior Faculty Development Award. However, there is not a restriction on submitting the same project to ANOTHER grant-making entity, i.e., other foundations, K-Awards, etc.

Q: The Clinical Research Award grant announcement includes the wording, “The same project should not be submitted for multiple grant types and will not be considered if this occurs.” Can you provide clarification?

A: This language refers to submitting the same project to multiple ACG grant types, which is not allowed (example: submitting the same application with minor budget modifications for the Junior Faculty Development Award and Clinical Research Award). The same project should not be submitted for multiple grant types and will not be considered if this occurs. If an individual submits more than one grant proposal, only one award can be made for a given Principal Investigator. If a given investigator submits both a pilot and a larger clinical research grant application deemed worthy of funding, the larger grant will be funded.

Applicants are welcome to apply to other funding entities (example NIH funding, foundations, etc.) in addition to ACG.

FORMATTING & GRANT REQUIREMENTS:

Q: What is the duration of the funding for Clinical Research Awards?

A: The Clinical Research Awards (and Pilot and Smaller Programs Awards) are funded for one year. Funding begins on July 1st, 2021 and runs until June 30th, 2022.

The Medical Resident Awards are also funded for one year, with funding beginning on July 1st, 2021.

The Medical Student Research Award is a summer award, with funding beginning anytime after May 1st, 2021 for the 6-10-week project. Funding must be used during the summer.

Q: Is an institutional signature or cover letter required?

A: No, the grant submissions do not require an institutional signature. Additional documentation is required for applications selected for funding.

Q: Should the entire proposal be compiled into a single pdf?

A: Yes, all documents should be compiled into a single PDF. Review the individual grant announcements for specific requirements for the PDF upload, including required elements and order. Listed below is an example of the documents required for the Clinical Research Award:

Applicants are required to submit a single Adobe PDF document comprising the complete grant submission. The single PDF document must be uploaded through the online application portal. This includes all required sections of the grant, in the order listed below, research proposal, budget, biosketches for principal investigator and others involved in the proposed research, other funding support details, IRB forms, COI statement (if applicable), and any letters of support from Responsible Investigator, or collaborators. Format all pages with ½" margins and a font no smaller than 11 point. Type your name (last name, first name) and the name of the award in the upper right-hand corner of each page, and the page number in the upper left-hand corner of each page.

Q: Does the ½" margin include the applicant name/award type/ page numbers?

A: No, the applicant name/award type/ page numbers should be included in the header and is not part of the ½" margin. The additional instructions below are listed in the grant announcement:

Type your name (last name, first name) and the name of the award in the upper right-hand corner of each page, and the page number in the upper left-hand corner of each page.

Q: What if the letterhead for my letter of support doesn't adhere to the ½" margin guideline?

A: Letterhead is not included in this requirement, as it is considered part of the page header or footer of the document. However, letters of support do need to adhere to any page limits listed in the grant announcement.

Q: Does the page limit for the proposal include references, budget, biographical sketches or research support?

A: No, the page limit for the proposal does not include references, budget, biographical sketches or research support. However, all of the sections of the grant proposal must be included in a single PDF document to upload to the grant system.

Q: If we are resubmitting an application, should we include a cover letter to address the changes made based on comments from last year's reviewers? Is there a place in the electronic submission process to identify that this is a resubmission?

A: Yes, this is a requirement for resubmissions. You must include a cover letter at the beginning of your proposal, responding to critiques from reviewers and outlining how you have revised your application. This letter should be included in the first section of your PDF upload to the grant system. The cover letter should be limited to 2 pages, except for Medical Student Research Award applications which have a 1-page limit. This is separate from the proposal page limit.

For the online submission process, there is a drop-down menu under the section on Research Proposal Abstract, which asks whether this is a resubmission.

Q: Is the budget included in the proposal page limit?

A: No, the budget is not included in the page limit. It is a separate section.

Q: Is there a standard format or template for the budget?

A: No, you should submit a budget table with all costs (listing each cost and whether there is a rate/quantity for the cost) and the total amount requested from ACG. It should be clear whether other costs are being covered from another source. Include a budget justification for each cost requested, after the budget table.

Q: Is IRB approval required?

A: No, IRB approval is not required at the time of submission. You may include any available information on the IRB status in the grant application. The College understands that IRB approval requires time, and there are different requirements based on the research proposal.

If your grant is selected for funding, you must then submit either an IRB approval letter or a letter of IRB exemption to the College before funding will be released.

Q: Is a Conflict of Interest (COI) Statement required? Can you explain this requirement?

A: If you or any of the investigators participating in the proposed research have a COI, this information must be included in the grant system and as part of your single PDF upload. A COI is defined as:

A potential conflict of interest (COI) exists when research involves a device from which any investigator(s) or a company may benefit. It also exists when research involves a pharmaceutical agent that is not FDA-approved for any indication. A conflict of interest exists if any investigator holds or has submitted a patent on a device or pharmaceutical agent or is a major shareholder in a company involved in the research.

If applicable, select “Yes” in the grant system, and include a detailed explanation, including names of each investigator and their potential COIs.

Q: For the Biosketch, is there a page limit or specific format?

A: Yes, you should follow the NIH format, which has a 5-page limit:

grants.nih.gov/grants/forms/biosketch.htm

Q: I am currently in “trainee status” as an advanced fellow. However, I will be starting on staff at the university by July 2021. When submitting the proposal, should I indicate “trainee” or “faculty” status?

A: Recommendation: Because you have a faculty appointment in 2021, you should declare that you are “faculty,” when applying for the 2021 ACG Clinical Research Award. If you select “trainee,” the grant submission system will prompt an approval process from a Responsible Investigator.

The reason for this requirement is that trainees funded by the College need a “Responsible Investigator” who commits to oversee the work, ensure the final reports are made, and sees that funds are spent according to grant agreement, etc.

Since you will be full-time faculty at the time of the award, you can apply independently. In effect, you will be your own “Responsible Investigator” as Principal Investigator (PI).

LETTERS OF SUPPORT:

Q: Can the Institutional Commitment Letter (for the Junior Faculty Award) come from the Chair of the Department of Medicine (my department) instead of my Division Chief?

A: Yes, Division Chief and Division Director are interchangeable for the purposes of the grant application.

Responsible Investigator

Q: I would like to apply for the ACG Clinical Research Award. I am currently a GI Fellow. However, I will be an Assistant Professor in March 2021. Will I need a responsible investigator?

A: No, as you will be an Assistant Professor during the grant period, you do not need a Responsible Investigator. For your letters of support, please provide a letter from your GI division confirming that you will have a faculty position in 2021 and make this clear in any supporting documentation/ letters of support.

Q: I am a gastroenterology fellow applying for a pilot grant as the PI. I have obtained letters of support from my Program Director and co-investigators/collaborators. Do I need a letter from the Responsible Investigator as well?

A: The Responsible Investigator is required to provide certification in the grant system. If you have a Responsible Investigator, it is recommended to include a letter of support for the reviewers.

Q: I am applying for the Medical Resident Clinical Research Award. How should my Program Director submit the letter of support, and to whom should it be addressed?

A: The Program Director's letter of support should be included in your application, which is uploaded as a single PDF document within the grant system. This includes the sections listed in the RFA. The letter should be addressed to the ACG Research Committee, which will be considering the applications.

Q: For the Medical Resident Clinical Research Award, what is the purpose of the Program Director's letter?

A: The purpose of this letter is to confirm there will be time within the program to complete the research, the capacity for residents to do a research project, and that the individual is supported by the institution.

BUDGET QUESTIONS:

Q: Is the budget included in the proposal page limit?

A: No, the budget is not included in the page limit. It is a separate section.

Q: Do the ACG Research Awards provide funding for indirect/overhead costs?

A: No, the ACG Clinical Research Awards do not provide funding for indirect/overhead costs. See the individual RFA for allowable costs for each grant category. For the Clinical Research Award:

Include a separate section for the budget and justification. The budget should be listed as a table, indicating all expenses for the grant period. The budget justification should be listed after the budget table, with an explanation for each budget item. Funding for this award will provide support of up to \$50,000 for research costs - salary support for other personnel (biostatistician or administrative coordinator) if adequately justified, and support for supplies and equipment. **Note: indirect costs (i.e., university overhead) and salary support for the Principal Investigator and Co-Investigators will not be provided.**

Q: Please explain the travel costs for the Junior Faculty Development Award.

A: For the Junior Faculty Development Award, the grantee is required to travel to the ACG Annual Scientific Meeting to present their research project during the second year of their award funding. The College designates \$1,500 of the budget to be allocated for this travel, as it is a grant requirement. However, please note the \$1,500 comes out of the total budget for that year.

The PI's travel will only be supported once, during year two, to report to the Research Committee. No other travel costs are supported by this grant.

Q: Are lab costs allowed for the Junior Faculty Development Awards?

A: Yes

Q: Are manuscript preparation costs allowed?

A: No

Q: What is the requirement for a budget table?

A: Include a table (i.e. an Excel table pasted into a word or PDF document) that lists the different costs being requested, the total amount requested for funding, and whether this amount differs from the total cost of the project. The budget justification should be included after the budget table and should explain each item (example: salary requested for statistician is X, this supports --- hours of work on the proposal at a rate of X and is necessary for ----).

Q: For the Medical Student Research Awards, do the funds go to the medical student or to the university?

A: The funds go to the medical student, as they are meant to defray living costs while completing a summer research experience.

JUNIOR FACULTY DEVELOPMENT AWARD Questions:

50% Protected Research Time

Q: Is the entire 50% protected research time to be devoted to the specific Junior Faculty Development Award research project?

A: Yes

Budget (lab costs and travel)

Q: Are lab costs allowed for the Junior Faculty Development Awards?

A: Yes

Q: Please explain the travel costs for the Junior Faculty Development Award.

A: For the Junior Faculty Development Award, the grantee is required to travel to the ACG Annual Scientific Meeting to present on the progress of their research project during the second year of their award funding. The College designates \$1,500 of the budget to be allocated for this travel, as it is a grant requirement. However, please note the \$1,500 comes out of the total budget for that year.

The PI's travel will only be supported once, during year two, to report to the Research Committee. No other travel costs are supported by this grant.

Membership:

Q: I just applied for ACG membership. Am I eligible to apply for the Junior Faculty Development Award?

A: For the Junior Faculty Development Awards, you must be an ACG member at the time of application.

Eligibility:

Q: If I have received a Career Award, am I eligible for the Junior Faculty Award?

A: No, ACG's Junior Faculty Development Award is not intended for established investigators. Rather, it is for junior faculty who are seeking to develop careers in clinical GI research. While certain NIH and career grants are specified in the grant announcement, other career awards preclude you from applying.

Q: I completed my Advanced/Transplant Hepatology Fellowship in June 2020 and signed on as an instructor at a university with the intention of pursuing an academic research career. Unfortunately, the university classifies instructors as "exempt staff" and not faculty, and so will not proceed with my application without an exemption or clarification. Can you clarify whether I am eligible for this award?

A: Yes, this award is designed for early stage investigators, and instructor level applicants can apply. The written criteria were meant to exclude advanced fellows who also sometimes have "instructor" titles (such as advanced IBD fellows or advanced endoscopy fellows). As some institutions appoint junior faculty as instructors, these applicants are appropriate, and this candidate meets the eligibility requirements to apply.

Medical Resident & Medical Student Research Award Questions

Medical Resident Clinical Research Awards

Q: I am in residency – am I required to be an ACG member?

A: No, membership is not required for Medical Resident applications for this award type. However, your mentor must be an ACG member.

Q: I am applying for the Medical Resident Clinical Research Award. How should my Program Director submit the letter of support, and to whom should it be addressed?

A: The Program Director's letter of support should be included in your application, which is uploaded as a single PDF document within the grant system. This includes the sections listed in the RFA. The letter should be addressed to the ACG Research Committee, which will be considering the applications.

Q: For the Medical Resident Clinical Research Award, what is the purpose of the Program Director's letter?

A: The purpose of this letter is to confirm there will be time within the program to complete the research, the capacity for residents to do a research project, and that the individual is supported by the institution.

Q: For the Medical Resident Clinical Research Award, can two residents apply jointly and split the grant and travel?

A: No, only one Resident PI is allowed per grant.

Medical Student Research Awards

Q: I am a medical student. Am I required to be an ACG member?

A: No, membership is not required for medical students for this award type. ACG does not currently offer medical student membership category. However, your mentor must be an ACG member.

Q: I am an international medical student. Am I eligible for the new Medical Student or Medical Resident Awards?

A: No, these award types are limited to U.S. and Canadian applicants.

Q: I will be a third-year medical student in rotations during the 6 to 10 weeks of the research. Will I need to solely dedicate 6 to 10 weeks to research, or am I able to complete both my required rotations as well as the research?

A: No, this time needs to be fully protected for research, and if awarded, we will need a confirmation letter from the Dean's office. This funding is designed for medical students between their first and second years who have a summer experience of research, or potentially a medical student who could take a research elective block and have fully protected time (such as the summer after their third year for a research block). This cannot be combined with rotational work.

Q: During what months is the medical student research going to occur in 2021?

A: As this is designed for a summer experience for medical students, the project time frame should be during the May through August time period.

Q: At the end of the 6 to 10 weeks, what are you looking for the students to accomplish?

A: Ideally, a student would complete a research project, generate a summary report, and have the ability to present this work at the ACG Annual Meeting. The student would also ideally conclude their project with a submitted manuscript to a scientific journal.

Q: I am a medical student currently in a gap year between my third and fourth years of medical school in a Master's of Clinical Research program. Am I eligible for this award based on my gap year status?

A: Yes, you are eligible to apply.

NEW Mid-Career/ Senior Clinical Scientist Bridge Funding Award

Questions

Q: Am I eligible for the ACG Bridge Funding Award?

A: You must meet the following **three** criteria, in addition to what is requested in the RFA:

1. **Are you an ACG member at the time of submission?** If you have just applied for membership but have not yet received confirmation that it has been approved, you are **not** eligible. It typically takes one month to receive membership confirmation, which is separate from the confirmation that your membership application has been received. If your membership has expired/lapsed, contact ACG's Membership Coordinator at 301-263-9000 or at membership@gi.org.

2. **Are you a U.S. or Canadian physician with a faculty appointment and more than 8 years out of fellowship?** This award is not intended for fellows-in-training or early career faculty.

3. **Do you have evidence of recent concluded research funding or new anticipated funding?** Must meet one of the following criteria:
 - a. Recipient of a recently concluded (within 2 years) NIH R01, VA Merit Award or National Science Award
 - b. Evidence of an ongoing application for renewal for federal funding, or
 - c. Evidence of new federal funding (scored but not funded research grant) to be re-submitted