



ACG CLINICAL RESEARCH AWARDS

2024 MEDICAL RESIDENT RESEARCH AWARD Request for Applications

This is a one-year Resident research project, performed under the mentorship of an ACG member.

 **DEADLINE: MONDAY, DECEMBER 4, 2023, AT 11:59 PM EDT**

 **APPLY: gi.org/research-awards**

 **Award Amount: \$10,000** (one-year award)

 **Award period/length of award: July 1, 2024 - June 30, 2025**

The ACG Institute for Clinical Research and Education and the American College of Gastroenterology (ACG) are proud to support original clinical research performed by Trainees at the resident level, and invite eligible applicants to apply. The purpose of these awards is to recognize and support promising Trainees as they develop a career in clinical research in gastroenterology and hepatology. The project is to be completed under the mentorship of an ACG member.

All applications must be submitted online. The grant site will open to submissions on September 5, 2023, and close on Monday, December 4, 2023, at 11:59pm (Eastern time).

The goal of the Medical Resident Research Award is to promote interest in gastroenterology or hepatology in promising residents, by funding a mentored research experience. Projects may include case series, quality improvement projects, retrospective cohort studies, meta-analysis, etc. Successful applicants are also eligible for reimbursement for approved travel expenses to attend the ACG Annual Scientific meeting.

Since its inception in 1994, the ACG Institute has provided over \$29 Million in funding for Clinical Research Awards to over 721 recipients. This is the third year this grant category is being offered.



GRANT OVERVIEW

A key mission of the ACG and its Institute for Clinical Research and Education is to fund innovative patient-oriented research awards. 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
3. Research on material of human origin, such as tissues and specimens
4. Research that is translational in nature; i.e., has direct applicability to clinical care

Note: Studies involving animals will not be considered unless the work cannot be done in humans.



The ACG Clinical Research Awards are a project of the ACG Institute and are supported by charitable contributions to the ACG's ongoing fundraising campaign - The G.U.T. Fund.



ELIGIBILITY

✓ **ACG Membership Requirement:**

***Important!** The Mentor must be an ACG member in good standing. Applicants awaiting final approval of their applications are ineligible. ACG membership must be active no later than October 2023. To Join ACG, [click here](#). For questions on ACG membership, please email membership@gi.org or call (301) 263-9000.

✓ **Applicants must meet all the following criteria:**

- Internal Medicine Residents in their first or second year of training in the U.S. or Canada, or
- Pediatrics Residents in their first or second year of training in the U.S. or Canada
- Mentor must be an ACG Member in good standing at time of application
- Availability to complete a one-year original clinical research project at the resident level in Gastroenterology or Hepatology



PREPARING THE RESEARCH PROPOSAL

📄 **A complete application consists of two separate components:**

1. A single Adobe PDF document comprising (but not limited to) the following: application checklist (include the list located at the end of this document as the first page of the submitted PDF), research proposal (limited to 5 pages), budget, Mentor biosketch and other research support, applicant biosketch, and Mentor and Residency Program Director letters of support. IRB forms, and COI statement (if applicable).
2. Completion of required tasks via the online grant system: upload the completed research proposal PDF, which includes the application checklist; provide confirmation of Mentor's ACG membership; provide full contact information for all Investigators; submit a 350-word abstract of the proposed research; indicate IRB approval status; list all Investigators and any potential conflicts of interest. See "Submitting the Application" below for instructions and requirements.

📄 **Required elements for the full research proposal document** (i.e., the PDF that will be uploaded to the online grant system):

- A. FORMATTING**—Format all pages with ½" margins and use a font no smaller than 11 point. All pages must include a page number in the left header. All pages must include the Resident's name and grant type in the right header, in the following format:
Last name, First name
Award Type
- B. CHECKLIST**—Include the Application Checklist listed at the end of this document, as the first page of the PDF uploaded to the grant system.
- C. RE-SUBMISSIONS**—The Committee requires applicants who have applied previously to provide additional information and resubmit the application. For re-submissions, in addition to selecting "Yes" in the re-submission field of the online system, you must provide a cover letter responding to the reviewer's critiques/outlining how you have updated your application. This should be included as the first section of your Research Proposal, as part of the PDF upload to the grant system. Limit to 2 pages.
- D. GLOSSARY OF TERMS** (optional)—Include if multiple terms are defined throughout the proposal. This document is included before the Research Proposal, after the checklist and the re-submission cover letter (if applicable). Limit to one page.




PREPARING THE RESEARCH PROPOSAL (Cont.)

- E. RESEARCH PROPOSAL**—Limit to 5 pages (excluding references). Outline the proposed research. This should include the following sections:
- **Specific Aims**—Provide a clear description of the specific objectives for the research you propose to conduct. Consider the following questions: What is the hypothesis to be addressed? What are the immediate objectives? What are the ultimate objectives? How does the proposed research fit into an overall research program?
 - **Background/Significance**—State how the proposed work bears on prior work and indicate how it will extend the boundaries of current knowledge.
 - **Pilot Data/Previous Work**—No preliminary data are required. However, if either the Mentor or the Mentee have prior data pertinent to the present application, it should be briefly presented here. References to published work are preferred to detailed descriptions of published manuscripts.
 - **Research Plan**—Provide the details of the research plan, including the inclusion/exclusion criteria for enrollment, methods to be used, the kinds of data that are to be collected, and how these data will be analyzed. Provide detailed sample size estimates. Grants without a statistical analysis section or sample size justification are unlikely to be successful. Please provide a timeline for the project, which should be completed prior to the applicant's graduation from the residency program.
- F. DESCRIPTION OF RESEARCH ENVIRONMENT**—Limit to 1 page. Describe the research environment, resources, and how this environment will provide enhanced support for the proposal. This section should describe how the research environment contributes to the success of the project and what type of institutional support, available equipment and other additional resources will be accessible to the investigators. Additionally, elaborate as to how this specific environment is conducive to the project in terms of access to patients, samples, knowledge, or any collaborative arrangements (e.g., additional skills or referrals provided by collaborators). This section should help the reviewers understand the feasibility of completing this project.
- G. REFERENCES**—List citations numerically in the order in which they appear in the application. Be judicious in the use of references.
- H. BUDGET AND JUSTIFICATION**—Include a separate section for the budget and justification. Use the required [ACG budget template](#). The budget should indicate all expenses for the grant period. The budget justification should be listed on a separate page, after the budget template, with an explanation for each budget item (for example: justification for the number of hours supported by the grant, how statistical support will be utilized, etc.). Funding for this award will provide support of up to \$10,000 for research costs.
- Allowable costs:*
- Salary support for other personnel (biostatistician, computer programmer, research coordinator, research nurse, etc.) if adequately justified.
 - Labs, supplies, and equipment.
- Costs not supported:*
- Salary support for Resident, Co-Investigators, and Mentor.
 - Major equipment acquisition
 - Manuscript preparation
 - Travel
 - Indirect costs (i.e., university overhead)
- Do not include travel to the ACG Annual Scientific Meeting as part of your budget. The College will reimburse travel costs separately for those who are selected for funding.
- I. INSTITUTIONAL REVIEW BOARD (IRB) STATUS**—Include the IRB approval letter, or indicate if IRB approval is pending. If IRB approval is pending at the time of submission and the grant proposal is subsequently approved for funding, funds will not be released until the IRB approval letter is received by the ACG. If the proposal is requesting funds for reimbursement of human subjects, or where the project studies care outside of standard of care a copy of the IRB-approved consent form is required prior to funding as well.
- J. CONFLICT OF INTEREST STATEMENT**—Include, if applicable.
- K. BIOSKETCHES**—Provide this for the Resident and Mentor (required), and for any other Investigators involved in the research project. Use the NIH format and adhere to the NIH 5-page limit. (For sample format see the NIH webpage at grants.nih.gov/grants/forms/biosketch.htm) The applicant statement section of the biosketch should explain how receipt of this award fits into the Trainee's larger career trajectory.
- L. OTHER RESEARCH SUPPORT**—Provide for Mentor. List this information on separate pages. List the title, funding agency, total direct costs, dates, including expected dates of notification of pending applications for all current and pending funding for Resident, Mentor, and any Co-Investigators. (Use NIH format: grants.nih.gov/grants/forms/othersupport.htm)
- M. LETTERS OF SUPPORT:**
- **Mentor Letter**—This letter from the Resident's Mentor should include an assessment of the academic potential of the Trainee an acknowledgment of the Mentor's responsibility for the successful completion of the project and the educational experience of the Resident and the plan for mentoring the Resident through successful completion of the project. The Mentor should describe past experience that qualifies him/her as the appropriate Mentor for this award. Limit to 1 page.
 - **Residency Program Director Letter**—This letter from the primary Residency Program Director should confirm that the Resident will have adequate time and support allocated to allow completion of the project. Limit to 1 page.
 - **Other Letters of Support (optional)**—Provide letters from any other collaborators, such as those supplying patient referrals, if applicable.
- N. APPENDICES**—Use (if needed) for data collection forms. Do not use to expand Research Proposal.



SUBMITTING THE APPLICATION

 **All applications must be submitted online.** The online grant application site will open September 5, 2023; a link to the site will be available at gi.org/research-awards. The submission **deadline is Monday, December 4, 2023 , at 11:59 pm Eastern Time.** This deadline will be strictly enforced, and no exceptions will be made.


Once you begin the online application process, you will be able to save your work and return to complete it until the submission deadline. As part of the online application process, applicants are required to provide information about others, such as institutional addresses and potential conflicts of interest for Co-Investigators, the Responsible Mentor, etc. We encourage applicants to gather all the necessary information early and not wait until the last minute.

The following tasks must be completed via the online grant system to successfully submit an application for grant consideration:

- A. INDICATE PROPOSAL TITLE AND SELECT GRANT TYPE**—The title should be concise and clearly reflect the proposed research. Select the “Medical Resident Clinical Research Award” grant type.
- B. ACG MEMBERSHIP VERIFICATION**—You must provide an ACG member ID for your Mentor. The Mentor can look up the ID number by logging into gi.org/membership then clicking “My ACG” from the menu on the top right. Member ID is listed below Date of Birth.
- C. ADD INVESTIGATORS**—List the Medical Resident, Co-Investigator and Responsible Mentor. Enter their names, ACG member status (ACG Trainee Membership is not required, however indicate this for the Mentor, and Co-investigators, and Trainee if applicable, e.g., Trainee Member, Member, Fellow “FACG” and year joined if available), titles, email address, role (Resident, Co-investigator, Responsible Mentor), and institution names and addresses.
- D. INVESTIGATOR ADDITIONAL INFORMATION**—Provide Medical Resident current year of residency. Indicate if the Resident is a Trainee. Add the Responsible Mentor’s name and email.
- E. RESEARCH PROPOSAL ABSTRACT**—Provide an abstract of no more than 350 words that summarizes the proposed research.
- F. IRB STATUS**—Verify current IRB status.
- G. RESEARCH GRANT PROPOSAL PDF UPLOAD**—Format the file as required in the “Preparing the Research Proposal” section, including all required elements, and upload the file as directed. The file name should include the Medical Resident’s first and last name.
- H. ACKNOWLEDGEMENT OF RESPONSIBLE INVESTIGATOR**—Indicate agreement to abide by the grant requirements, if awarded grant funding. This must be signed by the Responsible Mentor. The grant system will prompt you to select a Responsible Mentor, who will then receive an email to complete this form.
- I. CONFLICT OF INTEREST**—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” and include a detailed explanation within the grant system, including the names of each Investigator and their potential COIs.



APPLICATION REVIEW PROCESS

 **Immediately following the application submission period, all applications are reviewed and scored by the ACG Research Committee,** following its standardized process.


Reviewers consider the following when scoring applications: scientific merit, clinical significance of the research proposal, methods, as well as the merits of the applicant and the mentoring team in providing support. The Committee will consider the following:

- Project’s Scientific Merit (50%)—composed of the following:
 - Clinical Significance (12.5%)
 - Feasibility (including availability of adequate resources, personnel, and facilities) (12.5%)
 - Methods (25%)
- Merit of the Applicant (25%)—previous academic achievements, excellent training, and previous evidence of intellectual rigor
- Mentor (25%)—previous mentoring record of the group, publishing record of the group, and evidence of ability to support a new Investigator

The same project should not be submitted for multiple grant types, and will not be considered if this occurs.



AWARD NOTIFICATION AND GRANT REQUIREMENTS

 **Notification of Awards will be completed by April 1, 2024.** Please do not contact ACG prior to this date to inquire about the status of your application.

- **Funding:** Awards consist of up to \$10,000. These grants are not meant to partially fund an established lab or clinical research unit, instead they are designed to be independent projects for the Trainees. Separate from the funds received for this award, successful applicants are also eligible for reimbursement for approved travel expenses to attend the ACG Annual Scientific Meeting in the year of their award.
- **Travel to ACG Annual Scientific Meeting:** The ACG considers attendance at our national meeting a seminal experience for Medical Residents with an interest in gastroenterology and hepatology. For that reason, awardees will be supported to attend this meeting in the year of their award (ACG 2024 will be held in Philadelphia, Pennsylvania October 25-30). For those selected for funding this support will include: registration at the ACG Annual Scientific Meeting (free for Residents, but must still pre-register), travel costs of up to \$1,500, consistent with the policies of the College, will be reimbursed (e.g., hotel, coach airfare or train, mileage, parking, and/or taxi) after submission of receipts to the ACG Institute. For those selected for funding, further details on travel reimbursement and meeting registration will be provided in the award letter.
- **Required Progress Reports:** Awardees must file a mid-project progress report, and a final progress report by December 31, 2025. Progress reports will be submitted online through the ACG website gi.org/reporting-form-for-past-acg-grant-recipients, and financial statements will be emailed to research@gi.org.
- **Abstract Presentation at an ACG Annual Scientific Meeting:** ACG encourages the selected awardee to submit any abstracts to the ACG Annual Scientific Meeting (see ACG abstract submission details for requirements).
- **Publication:** All publications arising from work funded by this award must acknowledge support of an ACG Research Award.
- **Membership:** All successful applicants will be awarded a one-year ACG Trainee membership.
- **Award overlap:** ACG does not provide duplicate funding.



QUESTIONS OR ASSISTANCE

For any questions about grant requirements, please refer to the [FAQs](#).

Prior grant application submitters must create a new login for the grant system each year, even if you have applied for an ACG grant previously.

Technical support questions about the online submission system: Contact CadmiumCD Technical Support using the **Technical Support link on the upper right corner** of the submission site's screen, via email at Support@cadmiumcd.com or via phone at (877) 426-6323.

For any questions not answered in the RFA or [FAQs](#), or reporting questions, contact us via email at research@gi.org.



IMPORTANT DATES

September 5, 2023	Application submission period opens
September 15, 2023	ACG Membership application deadline (only for applications who are not ACG members—see the Eligibility Section for further details)
Monday, December 4, 2023	Application submission period closes (11:59 pm Eastern time)
By/before April 1, 2024	Award notifications are sent
July 1, 2024	Award period begins / disbursement check provided
January 1, 2025	Mid-project progress report due
December 31, 2025	Final report due

✓ APPLICATION CHECKLIST: Medical Resident Research Award

All grant applications must include this completed and signed Application Checklist as the **first page of the research proposal PDF that is uploaded to the grant system**. Submissions received without a signed and completed Application Checklist will be considered incomplete and will be disqualified. Check each box to indicate completeness or check the box marked N/A for items not applicable for your submission. All boxes on the checklist must be reviewed and marked accordingly. Please sign this document before submitting.

☑ Eligibility – double check full criteria, listed in eligibility section, prior to applying

You are an internal medicine or pediatrics Resident in the first or second year of training in the United States or Canada.

Your Mentor is an ACG member. Confirm they are an ACG member in good standing prior to applying and they must have an ACG member number. Please note that this is different than applying for membership—all new member applications must be submitted by September 15, 2023.

Your Mentor's ACG Member ID is _____.

You have the availability to complete a one-year original clinical research project at the Resident level in Gastroenterology or Hepatology.

Your submission does NOT involve animal research.

The science for this award is NOT submitted for another ACG award category.

There will NOT be award overlap: ACG does not provide duplicate funding.

☑ Completion

You have created an account in the ACG grant system (gi.org/research-awards)

You have a complete combined PDF, containing all necessary elements in the correct order, with this signed Application Checklist as the first page of the PDF to be uploaded to the grant system.

You have completed all necessary and relevant tasks required as part of the online grant system for this award application including Investigator information (ACG member number, title, email, role for project, institution, and address of institution); a 350-word abstract of the proposed research; listing research topics; a list of any potential conflicts of interest for Investigator; indication of IRB approval status; re-submission status.

☑ Format of Submitted PDF

All pages must use 11-point font with minimum ½" margins.

The upper right header of each page must include your name and the award type, in the following format:

Last name, First Name

Award Type

The upper left header of each page must include the page number

The sections of the PDF are numbered to match the Required Order of Submission as indicated on the checklist, with bold headers for each required section, and the section starts on its own page.

☑ Required Order of Submission

1. Application Checklist—This checklist is complete, signed by the Resident and included as the first page of the submitted PDF.

- ☐ ^{N/A} **2. Resubmission Response Letter**—If you are resubmitting this grant proposal, a 2-page (maximum) letter is included that responds to the reviewer's critiques and outlines how you have updated the application. Do not include this item if not applicable.

- ☐ ^{N/A} **3. Glossary of Terms** (Optional)—The use of abbreviations and acronyms has been eliminated or minimized. A glossary of terms, if needed, has been added to assist reviewers and strengthen the submission.

4. Research Proposal—Your research proposal project description should be a maximum of 5 pages (excluding references). It should include the following sections at a minimum: Specific Aims, Background/Significance, Pilot Data/Previous Work, and Research Plan.

5. Description of Research Environment—Describe the research environment, resources, equipment, and support and access to patients, samples, referrals, knowledge, or any collaborative arrangements which will support successful completion of this project. Limit to 1 page.

6. References—Include a list of all necessary and relevant references as well as citations in the project description.

7. Budget and Justification—Use the required [ACG budget template](#) and include a separate budget justification after the budget table. The budget justification should include an explanation for each budget item, including facility fees if funds are requested for this purpose. By submitting the budget, you verify there will be adequate resources to complete the project.

8. IRB Status—An IRB approval letter or indication that IRB approval is pending is included. Informed consent documents must be provided where appropriate, such as projects where patient costs are reimbursed or if studying an intervention that is not part of routine care. If selected to receive the award, funds will not be released until ACG receives a copy of IRB approval.

9. Conflict of Interest Statement—Include a COI statement or indicate that none exist.

10. Biosketches—A biosketch for each Investigator (Resident, Mentor, any other Investigators involved) is included, all in the NIH format, maximum of 5 pages each. (grants.nih.gov/grants/forms/biosketch.htm).

11. Other Research Support—List the title, funding agency, total direct costs, dates, including expected dates of notification of pending applications for all current and pending funding for Resident's Mentor, and other Investigators involved. (Use NIH format: grants.nih.gov/grants/forms/othersupport.htm)

12. Mentor Letter—A single page letter from the Mentor should include an assessment of academic potential and confirmation of the Mentor's responsibility for the successful complete of the project. Describes the Mentor's past experience providing mentorship/relevant to this award.

13. Residency Program Director Letter—A single page letter from the primary Residency Program Director should confirm that the Resident will have adequate time and support to complete the project.

- ☐ ^{N/A} **14. Other Letters of Support** (Optional)—Included any letters of support that demonstrate involvement and support from additional Investigators (for example: other research sites providing patients; specialists who will provide specialized training).

- ☐ ^{N/A} **15. Appendices** (Optional)—Attach data collection forms. Do not use this section to expand the research proposal.

I certify that I have reviewed the Application Checklist and that all portions of my application are accurate and in the required order and format.

Signature of Medical Resident

Date

Name (Printed)