**John Hansen Research Grant**

**Application Instructions**

The application must be sent as a single PDF document (no PDF portfolio!).

Please name the PDF file starting with your last name and followed by “*\_JHRG2022\_Application.pdf”* (e.g. Clooney\_JHRG2022\_Application).

The application must be typewritten in Arial 11-point font and 1.5 spaced line pitch. The page and space limits specified must not be exceeded. The completed proposal must include the following:

1. Completed cover sheet (at the end of this document) including required signatures.
2. Table of contents for the application.
3. Research plan (max. **15** pages) which should contain the following sections:
4. Specific aim and objectives of the project.
5. Description of the significance and impact of the project with appropriate background information.
6. Preliminary data, investigations and findings.
7. Description of the proposed research including design, methodology and statistical aspects.
8. Description of the resources available to support completion of the project (e.g. in-house sequencing facility, FACS, etc.).
9. Bibliography (max. **3** pages).
10. Detailed budget projection and budget justification for each year (max. **3** pages), including:
11. Budget for staff (name if already known, role, % effort, salary requested).
12. Equipment and supplies (itemize by category: animals, consumables, equipment, facilities fees, etc.)
13. Other direct expenses.

Use Euros or US Dollars as currency.

An example can be found at the end of this document.

We recommend consulting in advance the “*John Hansen Research Grant Funding Guidelines*” for more information about which type of costs can be funded.

1. Abbreviated Curriculum Vitae of the Applicant and Supervisor (max. **3** pages each). Please include in the applicant’s CV the 5-10 most relevant publications of the last 5 years related to the project, and the overall number of publications as first or last author.
2. A copy of the applicant’s doctoral degree certificate, medical license, or equivalent (document must be issued August 2013 or later). If you are a mother, please also submit proof of motherhood (one year per child can be added to the previous date).
3. If applicable, description of other planned or active financial support for the project, or for similar projects where the applicant is involved (max. **2** pages):
4. Title of the project.
5. Period of the funding.
6. Total funding awarded.
7. Principal Investigator’s role and effort in the project.
8. Areas of overlap between the proposal and active or pending projects which must be identified and addressed.
9. Supporting documents (max. **10** pages):
10. Human subject certification and/or animal care certification. Projects proposing investigation involving human subjects must obtain appropriate Institutional Review Board (IRB) approvals. If not obtained at the time of the application, a letter of intent to seek IRB approval must be submitted with the application.
11. A letter of recommendation from your current primary supervisor stating his/her commitment and suitability for guiding you through the project.
12. The application may include up to three letters of support obtained from senior faculty members from or outside your host institution.
13. Letters of collaboration. Letters from any proposed collaborator must be included.

Please be aware that in addition to the scientific evaluation of each application, the awarded host institution will need to undergo a formal evaluation to comply with the German Law regarding charitable corporations (eligibility of the host institution). This can include providing a copy of the institution statutes or certificate of incorporation. For more information, see the “*John Hansen Research Grant Guidelines*”.

Please also attached to the email the signed “*Declaration of Agreement*” in a separate PDF file (it can be found at the end of the “*John Hansen Research Grant Funding Guidelines”*).

Applications will be evaluated for scientific merit and anticipated overall impact of the potential findings in the field of hematopoietic stem cell transplantation and cell therapies for hematologic malignancies.

Applications will be treated as confidential documents and will only be forwarded to the review panel. Incomplete applications will be judged ineligible for consideration. Any application failing to meet the eligibility requirements of the grant will be judged ineligible.

Applications must be submitted to [grant@dkms.org](mailto:grant@dkms.org)before the 3th of December 2021, 23:59h (Central European Time).

**Applicant**

Last name: First name:

Host institution:

City: Post / ZIP code: Country:

Email: Telephone:

**Supervisor**

Last name: First name:

Email: Telephone:

**Title of research project**:

**Short description of the project (max 700 characters including spaces):**

|  |  |  |
| --- | --- | --- |
| **Applicant Signature** |  | **Supervisor Signature** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Planned Expenses (in Euros)** | *Year 1* | *Year 2* | *Year 3* |
|  |  |  |  |
| Personnel |  |  |  |
| Name, % effort and role |  |  |  |
|  |  |  |  |
| Animal Costs |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Supplies (e.g. antibodies, kits,…) |  |  |  |
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|  |  |  |  |
| Travel |  |  |  |
| Transportation |  |  |  |
| Lodging |  |  |  |
| Meeting registration fee |  |  |  |
| Small Equipment (< €3.000) |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Facilities User Fees (e.g. microscopy, FACS,..) |  |  |  |
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|  |  |  |  |
| Publication costs |  |  |  |
|  |  |  |  |
| Other direct costs |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total EUR** | **-** | **-** | **-** |
| **Number of FTEs** | 0 | 0 | 0 |