



## **National CMV Foundation Early Career Congenital CMV Research Award**

### **Background:**

The National CMV Foundation's mission includes supporting relevant and timely research that will assist the foundation in meeting its goal to eliminate the harmful effects of maternal and congenital cytomegalovirus (CMV) infection. The foundation awards funds annually to support innovative research.

### **Award:**

The National CMV Foundation (NCMVF) Early Career Congenital CMV Research Award is a \$10,000 award to fund innovative research related to maternal or congenital CMV infections. The award can fund or be applied to projects in areas including public health, epidemiology, diagnosis, treatment, outcomes, basic science, or vaccine development.

### **Eligibility:**

Early career researchers including mentored pre- and post-doctoral trainees or junior faculty members who have not been a principal investigator (PI) on a National Institutes of Health (NIH) grant may apply for the award. Trainee applicants must provide a letter of support and a mentoring plan from the Mentor. Applications will be accepted from researchers in the United States and Canada.

### **Terms:**

- Number of Awards: Up to two.
- Amount: \$10,000 each.
- Period: 12 months, non-renewable; maximum of one year no-cost extension allowable contingent on approval from the NCMVF Scientific Advisory Committee.
- Use of Funds: A detailed budget and budget justification constitute part of the application and will be evaluated as part of the review process. Funding may not be used for travel or to support the PI's salary during the period of the award. Award funds are designated for direct costs only and do not include an indirect cost component. Unexpended funds will be returned to the National CMV Foundation.
- Institutions: Awards may be made to for-profit and not-for-profit organizations.

### **Application Process:**

Applications for awards must be submitted electronically to [research@nationalcmv.org](mailto:research@nationalcmv.org) by **8:00 pm EDT on Friday, October 19, 2018**. Late applications will not be considered. Applications must comply with the standardized format described below. The NCMVF Scientific Advisory Committee will review each application and will make a funding recommendation to the foundation's board of directors for final approval.

**Review Timeline:**

- October 19, 2018 – Award applications due
- November 16, 2018 – Reviews complete
- December 5, 2018 – Award recipient announced
- January 7, 2019 – Funding available

**Review Process:**

All acceptable applications will be peer reviewed. Reviewers will be considered to have expertise in the area of each grant reviewed. If experts are not available from the NCMVF Scientific Advisory Committee, applications will be sent to outside reviewers for peer review. The review process will follow that of the NIH, whereby there will be a primary and two secondary reviewers. Formal reviews will be written on each application and the critique returned to the investigator within a reasonable period of time after the completion of the review process. Applications will be evaluated according to the NIH scoring system. Each application will be evaluated for Significance, Innovation, Approach, Investigator and Overall.

The NCMVF Scientific Advisory Committee will review all applications prior to making funding decisions and will review all applications for consistency of the peer review. Committee members will not review applications from collaborators or students.

**Application Format:**

Applications are in a similar format to the NIH. All applications must be completed and submitted to [research@nationalcmv.org](mailto:research@nationalcmv.org).

1. Face Page (use attached form)
2. Project Summary, Relevance, Suggested Reviewers, Key Personnel (1 page)
3. Specific Aims (1/2 page)
4. Research Strategy (3 ½ pages)
5. Budget for Year One with Justification
6. Biographical Sketch(es) (use attached from)
7. Human Subjects or Vertebrate Animals approval
8. Literature Cited
9. Letter(s) from Collaborators (as applicable)
10. Letter from Mentor (required for trainee investigators)

If the proposed research involves human subjects or vertebrate animals at any time, the project must be reviewed and approved by the appropriate Institutional Review Board (IRB) or Animal Care and Use Committee (IACUC). This approval should be obtained prior to submission if possible and submitted with the application. If such approval is unavoidably delayed, enter “pending” instead of the approval date on the face page. NCMVF will not release any monies until all appropriate approvals have been obtained.

**Reporting Requirements:**

Recipients of the National CMV Foundation Early Career Congenital CMV Research Award are required to complete an interim progress report at 6 months. Within 90 days of the completion

of the project, the awardee must submit a final report. A final financial report must be submitted within 90 days of the close of the project. Any publications resulting from a project supported with the award shall acknowledge the contribution of the National CMV Foundation.