

Appendix A-2:

Signature and Acceptance Form of Authorized Representative of Applicant

The undersigned is a duly authorized representative of the applicant listed below. The applicant has read and understands the Solicitation requirements. The undersigned acknowledges that all of the terms and conditions of the Solicitation are mandatory.

The applicant specifically acknowledges the application of the procedures regarding submission of sensitive information as set forth in Appendix C - General Terms and Conditions, Attachment A – “POLICY AND PROCEDURES REGARDING SUBMISSION OF “SENSITIVE INFORMATION”, and specifically agrees that it shall be bound by those procedures. The applicant understands that all materials submitted as part of the application are subject to disclosure under the Massachusetts Public Records Law; and acknowledges and agrees that MLSC has no obligation, and retains the sole discretion to fund or choose not to fund the application set forth herein, and that MLSC’s receipt of the application does not imply any promise of funding at any time.

The undersigned has either:

- specified exceptions and counterproposals to the Agreement (set forth in Appendix C - General Terms and Conditions) in the application;
- agrees to the terms and conditions of the Agreement and has included a signed copy of the Agreement with its Application; or
- is already a signatory to the Agreement.

The undersigned acknowledges and agrees that the failure to submit exceptions and counterproposals with this Application shall be deemed a waiver and the Agreement shall not be subject to further negotiation.

The applicant understands that, if selected by MLSC, the applicant and MLSC will detail and execute a Task Order that outlines the respective roles and responsibilities of all parties.

I certify that the statements made in this application, including all attachments and exhibits, are true and correct to the best of my knowledge.

Applicant: _____
(Printed Name of Applicant)

By: _____
(Signature of Authorized Representative)

Name: _____

Title: _____

Date: _____

Appendix A-3: Application Narrative

1. Abstract *(This section should be no longer than one page in length.)*

Provide a brief summary of the proposed Project, including:

1. A description of the qualifications of new investigator
2. A description of the scientific merit of proposed research and potential medical applications that may arise as a result of the research.
3. A brief description of the new investigator's plans for securing major future independent research grants.

(The summary should not contain any proprietary information.)

2. Threshold Eligibility Criteria *(This section should be no longer than one-half page in length.)*

- 1) Is the applicant for the proposed project considered an *eligible applicant* under the terms of the Solicitation?
 - a. Identify the Massachusetts research institution that is the applicant for this grant.
- 2) Is the new investigator for the proposed project considered an *eligible investigator* under the terms of the Solicitation?
 - a. has completed his/her Ph.D., M.D., D.V.M., D.D.S., or equivalent higher degree, internship, residency, or clinical training within seven years prior to the publication date of the solicitation, not counting approved family, health, or military-service leave.
 - b. has not been a principal investigator (PI) on a major independent research grant (R01 or equivalent) provided by NIH or other federal agency.
 - c. has not had current awards exceeding \$150,000 per year from external sources.
 - d. intends to compete for a major independent research grant from the NSF, NIH or other federally-funded grant programs within two years.
- 3) Is the proposed project considered an *eligible project* under the terms of the Solicitation?
 - a. Briefly describe the proposed area of life science research, including the current stage of development.
- 4) Is the project budget considered an eligible use of funds under the terms of the Solicitation?
 - a. Clearly identify match as at least 1:1.

	<p>5) Does the proposal conform to the administrative requirements stated in the solicitation?</p> <p style="padding-left: 40px;">a. State whether this proposal meets the limit of no more than five submissions in this funding cycle from the research institution.</p>
3. Research Plan <i>(This section should be no longer than three pages in length.)</i>	
3.1 Specific Aims	<p>1) Describe the specific objectives of the research effort. Identify the technical questions that will be addressed by the research, and explain how addressing those questions will advance understanding in the life sciences.</p> <p>2) Describe the potential for improvement in health outcomes.</p>
3.2 Background, Significance, and Preliminary Data	<p>1) Describe how the proposed research project builds upon previous research that has been conducted by the applicant research institution and other institutions worldwide.</p> <p>2) If available, provide any preliminary data that may assist reviewers in assessing the likelihood of success of the proposed project.</p>
3.3 Research Design and Methods	<p>1) Describe the approach to the research, major elements of research design, and key features of the methodology.</p> <p>2) Identify key milestones and success criteria.</p> <p>3) Identify problems that you might encounter in the proposed research and how you intend to manage and/or resolve them.</p> <p>4) Identify (by reference) any institutional research policies/protocols (e.g., Vertebrate Animals, hazardous materials, biohazards) that apply to this project and how they will be addressed.</p>
3.4 Work Plan	<p>1) The plan should identify major roles and responsibilities: what will be done, where it will be done, and the methodology that will be employed to meet the objectives in section 3.1 - Specific Aims.</p> <p>2) Provide a task summary and timeline for the project.</p>
3.5 Plans for Application for Major Research Grant	Describe new investigator's plans for future application for a major independent research grant and the likelihood of securing the grant.
3.6 Bibliography	Provide a list of key relevant publications, including patents, which are related to the proposed research (not included in the page limit).

4. New Investigator & Organizational Information	
4.1 New Investigator	Provide biographical profile of new investigator <i>(not included in page limit)</i> .
4.2 Research Laboratory	<p>1) Describe the mission of the research center or laboratory where the proposed research will be taking place; and the mentor(s) of the new investigator.</p> <p>2) Describe any capabilities of the laboratory to complete the research with reference to facilities, equipment, and staffing.</p> <p><i>(This section should be no longer than one page in length.)</i></p>
4.3 Institutional Endorsement	Provide a letter of institutional support signed by the highest-level administrator responsible for research (e.g., Provost, Vice or Associate Provost for Research, Chief Academic Officer, etc.) confirming that the proposal aligns with the priorities of the academic institution.
5. Research Agreements and Intellectual Property	
5.1 Research Agreements and Intellectual Property	<p>Briefly describe the current relevant research and intellectual property policies of the research institution that apply to the applicant new investigator and the proposed research.</p> <p><i>(This section should be no longer than one-half page in length.)</i></p> <p>In an appendix, provide a copy of any such policy.</p>
6. Budget	
6.1 Budget Summary	<p>Using the attached forms, provide a budget for project activities identified in this application, including the total requested from MLSC and the total provided by your research institution. Follow all directions included in the forms, with special attention to the following:</p> <ol style="list-style-type: none"> 1) Salary and benefits for the new investigator position 2) Salaries and benefits (including tuition remission packages) of research support personnel, including post-doctoral fellows and graduate students 3) Research materials, reagents, supplies and software 4) Purchase and care of laboratory animals 5) Equipment (limited to 25 percent of total project costs) 6) Travel essential for research and/or workshops sponsored by funding agencies 7) Indirect costs for the activities related to the new investigator research