# American Academy of Dermatology (AAD) Hair Loss and Alopecia Initiative in Research (HAIR) Grant Program

# Grant Application Instructions

# Document Outline

# Introduction

**Award Description**

The AAD HAIR Research Grants will be offered to dermatologists, researchers, and trainees in the United States for the completion of basic, translational, and/or clinical research projects that address gaps in hair disorders research, with a particular emphasis on hair disorders in diverse populations.

*Deadline for application:* **August 31, 2021**

*Grant Categories*

Research proposals may include basic, translational or clinical research projects.  Clinical trials are allowed.

| | Total Award Amount | Duration | Number of Grants Available |
|---|---|---|---|
| **I. CCCA Research Grant** | | | |
| | $ 200,000 | 2 years ($ 100,000/year for two years) | 1 |
| | | | |
| **II. General Research Grants** | | | |
| | $ 100,000 | 1 year | 1 |
| | $ 50,000 | 1 year | 3 |
| | $ 25,000 | 1 year | 1 |
| | $ 10,000 | 1 year | 1 |

Priority for the $10,000 - $100,000 grants will be given to research in the following areas: CCCA, hair disorders in skin of color, racial differences or disparities in care, androgenetic alopecia (AGA) in women, frontal fibrosing alopecia (FFA), lichen planopilaris (LPP), the role of nutrition in hair loss, and environmental/genetic factors in hair loss.

**Award Eligibility**

*Eligibility Criteria*

Eligible candidates must meet the following criteria:

- Dermatologist member of the Academy
- Non-dermatologist researchers
  - Requires a member dermatologist as a co-investigator
- Dermatology residents and fellows
  - Requires a member dermatologist as a co-investigator
- Medical students
  - Requires a member dermatologist as a co-investigator

Due to the paucity of experts in this field and prioritization of grants for research on hair disorders in skin of color, investigators who are already well-funded are encouraged to collaborate with junior investigators. Individuals from diverse backgrounds are strongly encouraged to apply.

*Stipulations:*

Eligible candidates may apply directly through the online submission process. Applicants should note the following:
- Applicants must indicate the value of the grant for which they are applying
- Indirect costs should be included within the total amount of the award and may not exceed 10%
- All grant applications require letters of support from:
  - Dermatology Department Chair, Division Chief, or Mentor
- Unused funds at the end of the grant period must be returned to the AAD, unless a no cost extension is requested and granted
- IRB approval is necessary prior to distribution of funds
  - IRB and/or animal protocol approval is/are not required at the time of application but will be required prior to an award commencing.
- Research must be conducted within the United States
- An applicant may serve as PI on multiple distinct awards in different categories, but separate applications must be submitted for each award. The same proposal cannot be submitted in multiple categories under the same PI.
- There is no limit on the number of applications from a single institution or in a single category.

*Recognition and Reporting Requirements*

In addition to the grant funds, the recipients shall receive recognition at Annual Meeting and in various Academy publications. Grantees will be required to:

- Present their findings via poster/oral presentations and/or educational sessions at Annual Meeting/Innovation Academy
- Submit a final report to the Review Group
- Cite the AAD's support in any publications, oral and poster presentations, and editorial or social media arising from this grant.
- Submit their research findings to JAAD or another relevant journal within 12 months of project completion.

# Preparing Application Materials

**Checklist**

Each application should include the following:

- ☐ Application Form (one per study)

- ☐ Biosketch(es) for <u>each</u> of the Senior/key personnel and other significant contributors (should not exceed 2 pages each)

- ☐ Disclosures of Outside Interests form for <u>each</u> of the Senior/key personnel and other significant contributors

- ☐ Project Summary (<u>should not exceed 150 words</u>)

- ☐ Research Proposal (should not exceed <u>6 pages</u> for grant amounts of $200,000 and $100,000 or <u>2 pages</u> for all other grant amount categories; excluding literature cited & timeline)

- ☐ Budget (1 page)

- ☐ Letter(s) of support (no longer than two pages in length)

**Deadline for all application materials is August 31, 2021 at 11:59 PM CST. Incomplete applications will not be considered.**

**Application Form**

| Title of the Project | |
|---|---|
| **Applicant Information** | |
| **Name** (First, Last ) | |
| **Current Institution Affiliation** | |
| **Degree(s)** | **Date of Terminal Degree** |
| **Current Position Title** | **Will this be your position during the proposed project?**<br>  ☐  Yes<br>  ☐  No |
| **Current Mailing Address** | |
| **Phone** | **Email** |
| **Is the PI a member of an underrepresented group in biomedical research?** (The following racial and ethnic groups have been shown by the National Science Foundation to be underrepresented in health-related sciences on a national basis: Blacks or African Americans, Hispanics or Latinos, American Indians or Alaska Natives, Native Hawaiians and other Pacific Islanders.)<br>  ☐  Yes<br>  ☐  No<br><br>If yes, please specify which group: | |
| **Are you a member of the American Academy of Dermatology (AAD)?**<br>  ☐  Yes<br>  ☐  No | |
| **Study Related Information** | |
| **Is this a multi-site study?**<br>  ☐  Yes<br>  ☐  No | |
| **Research Approvals and Assurances**<br>The proposed research involves:<br>  ☐  Human Subjects<br>  ☐  Animals<br>  ☐  Biologics | ☐  Hazardous Material<br>☐  None of the above |
| **Does this research require Institutional Review Board (IRB) approval?**<br>  ☐  Yes<br>  ☐  No<br><br>If yes, and IRB approval has already been obtained, please list the approving institution(s) and protocol number(s): | |
| **Does this research require approval for working with animals?**<br>  ☐  Yes<br>  ☐  No<br><br>If yes, and approval has already been obtained, please list the approving institution(s) and protocol number(s): | |

**Are you currently seeking other funding for this or a related project?**
- ☐ Yes
- ☐ No

If yes, please list all related pending grant funding:

**Are you currently receiving other funding for this or a related project?**
- ☐ Yes
- ☐ No

If yes, please list all related funded projects:

**Does the proposed research focus on individuals with skin of color or from diverse/ underrepresented minority populations?**
- ☐ Yes
- ☐ No

**Does the proposed study focus specifically on Central Centrifugal Cicatricial Alopecia (CCCA)?**
- ☐ Yes
- ☐ No

**Total amount being requested (USD)**
- ☐ $200,000 (CCCA studies only)
- ☐ $100,000
- ☐ $50,000
- ☐ $25,000
- ☐ $10,000

**Please list all key study personnel and significant contributors, their institution and department, as well as percent effort for each.**

| **Name** | **Institution** |
|---|---|
| _____ | _____ |
| **Department** | **Percent effort** |
| _____ | _____ |

| **Name** | **Institution** |
|---|---|
| _____ | _____ |
| **Department** | **Percent effort** |
| _____ | _____ |

| **Name** | **Institution** |
|---|---|
| _____ | _____ |
| **Department** | **Percent effort** |
| _____ | _____ |

**If you are not a member of the AAD, you are required to have an AAD member as a co-investigator on the proposed study. Please provide the information of the AAD member who will serve as the co-investigator.**

☐ Not Applicable - I am a current member of the American Academy of Dermatology
☐ I am not a current member of the American Academy of Dermatology

| Name | Title |
|------|-------|
| **Address** | |
| **Phone** | **Email** |

| **Division Chief or Department Chair Information,** if applicable. * | |
|---|---|
| **Name** | **Title** |
| **Address** | |
| **Phone** | **Email** |
| **Institutional Officer Information** (Dean or designated official) **or Responsible Administrator**, if applicable. * | |
| **Name** | **Title** |
| **Address** | |
| **Phone** | **Email** |

*Note: Completion of this section implies signature of the individual.

**APPLICANT TYPED SIGNATURE**
I certify that the statements in this application are true to the best of my knowledge. I confirm that the proposed research aims are unique to this award and I agree that research funds awarded to me will only be used as defined in this application.

_____     _____

Signature of applicant                                                                                          Date

**Disclosures of Outside Interests**

All AAD members and key study personal with access to the following link have updated their outside disclosures of interest form (http://coi.aad.org).

- ☐ Yes
- ☐ Not Applicable

If key study personnel do not have an account with aad.org and cannot access the DOI website, please contact Allen McMillen at amcmillen@aad.org.

**Biosketch**

Applicants should include an updated Biographical Sketch (biosketch) for all key study personnel and significant contributors to the proposed research. Sample formatting and instructions can be found on the National Institutes of Health (NIH) website. Each biosketch should not exceed 2 pages. *All files must be combined and uploaded as a single PDF.*

(Note: Please use the *non-fellowship* form style).

**Project Summary**

On a page separate from the full research proposal, give a brief summary of the proposed research, emphasizing the potential significance of the research in the field of dermatology. This summary should be written in 12-point Arial, Calibri, or Times New Roman font. Summaries should be single spaced, and pages should have one-inch margins on all sides. The project summary should not exceed 150 words. Please include a running head of the title of the project on this page.

**Research Proposal**

The research proposal should provide a clear description of the proposed research. Please make sure you are succinct in your description while providing enough detail for your project to be evaluated by the Work Group.

*Page Limit*: Research proposals should not exceed 6 pages for grant amounts of $200,000 and $100,000 or 2 pages for all other grant amount categories; excluding literature cited & timeline, not including literature cited or timeline.

*Formatting*: Proposals should be written in 12-point Arial, Calibri, or Times New Roman font. Proposals should be single spaced, and pages should have one-inch margins on all sides.

Citations should be in APA format and should not be hyperlinked. Each page should be numbered and should include a running head of the title of the project.

*Included items*: The research proposal should include the following items within the page limit. Any supporting tables or images must be included within this page limit.

1. **Specific Aims**- This section should describe the concrete goals the research will accomplish, and the hypothesis being tested. (1 page)

2. **Significance and Feasibility**- This section should provide background, significance, and rationale for the proposed research and may include:

   a. Review of Literature
   b. Preliminary Studies
   c. Institutional Supports

3. **Research Design and Methods**- This section should include the study approach and procedures, critical equipment used, number of subjects/animals (including justification/sample size calculation, recruitment plan, and sources) and planned statistical analysis.

4. **Expected Outcomes**- This section should include expected outcomes for each aim identified.

5. **Potential Pitfalls and Alternative Strategies**- This paragraph should identify any issues that could arise during the course of the study and how the researcher will overcome these.

6. **Future Directions**- This section should describe future implications of the proposed research, including future opportunities for research based on the results.

Needed items for the research proposal section that are not included in the page limit:

7. **Timeline**- This section should outline the timeline by which each of the research activities will be completed. *Please included this on a separate page.*

8. **Literature Cited-** Please include all cited sources.

**Budget and Justification**

On a separate page, provide a line-item budget and justification for how the funds will be used. The budget should be subdivided into categories. Budgets should be in table format and should be no longer than one page in length. Budgets should be written in 12-point Arial, Calibri, or

Times New Roman font and should have one-inch margins on all sides. Remember that indirect costs may not exceed 10% of the total award.

**Letters of Support**

A letter of support from the applicant's department chair, division chief, or mentor should be submitted with the application materials. This letter should endorse the applicant and proposed research, as well as acknowledge the institution's support of the proposed research. The letter should be no longer than two pages in length. More than one letter may be submitted. *All files must be combined and uploaded as a single PDF.*

# Submitting Your Application

All application materials should be submitted electronically through the application portal (https://aad.secure-platform.com/a/solicitations/1183/home). Emailed applications will not be accepted.

All items of the application should be submitted in PDF form unless otherwise noted in the application portal.

Applications are accepted until 11:59 PM CST on August 31, 2021. If you have any questions, contact Allen McMillen at amcmillen@aad.org or (847) 240-1724.

# Selection Process

Selection Process

The criteria for judging applicants are:

- Relevance to the request for grant applications and identified research gaps
- Strength of proposed research project and soundness of research design
- Feasibility of research project (may include environment to support research project)
- Innovation (may include expansion of knowledge from a pilot project)
- Impact to dermatology and Academy members
- Overall assessment

Each criterion will be evaluated on a numerical, 1 to 5 basis, with 1 being outstanding and 5 being poor.

All complete applications that have been submitted on time and comply with the application instructions will be reviewed by the Review Group. The review and selection process will conclude by November 6, 2021 and all awardees will be contacted by November 19, 2021. Grant recipients will be required to sign an agreement with the Academy outlining appropriate use of the grant funds, reporting requirements, presentation requirements, and publication requirements before funds are disbursed.

Funding for selected for recipients will be available in early 2022.

**Contact Information**

For any questions related to this funding opportunity or the application process, please contact Allen McMillen at amcmillen@aad.org or (847) 240-1724