

There are **two** medical research related applications available for each cycle. Each should be used for a specific type of request as follows:

1. **Medical Research Study Application** – most frequently used. It is for institutions who have received a medical research study award in the past 10 years, or who have been invited to submit a full medical research study application.
2. **Medical Research\_Other Application** – this is made available on an individual case basis and requires an access code; contact the Grants Administrator. This would be used for medical research related requests other than for a medical research study.

Below is a brief overview of the application content and required attachments for each of the two medical research applications. For more information contact Margret Bamford, Grants Administrator, at [margretb@alexventures.com](mailto:margretb@alexventures.com).

### **Medical Research Study Application**

For organizations who have received a medical research study award within the past 10 years.

A brief, stand-alone executive summary of the request in laymen’s terms is required. All questions have character limitations, spaces are included in the count. A project budget form is available to download and **must be used** to summarize project expenditures and provide information on other funders for the study. **Applications that do not use the Foundation’s project budget form will not be considered.**

The medical research application follows a format similar to a National Institutes of Health (NIH) application but requires much less information.

#### **The following documents need to be uploaded with the application:**

- A cover letter **signed by the Provost, VP-Research, or President** with the proposed grant amount and reason why this research proposal was selected by the institution.
- A detailed, line-item project/study budget and list of other funding (using the Budget Form provided to download with the online application).
- If the requesting organization is doing business under another name (“doing business as,” “d/b/a”), a copy of the documentation from the applicable state/government entity, generally the Secretary of State’s office, recognizing the d/b/a name.
- A copy of the IRS ruling or determination letter indicating that the grant seeking organization is exempt from Federal Income Tax and establishing its status as a publicly supported organization.
- Curriculum Vitae (CV) of the principal investigator of the study and up to two co-investigators, as well as their biographical sketches.
- Specific Aims, a pdf limited to 2 pages.
- Preliminary Work, a pdf limited to 2 pages.

- Research Strategy, a pdf limited to 5 pages.
- A list of Literature Cited.
- Collaboration Letters, one pdf that includes all letters of support from collaborating partner and/or subcontractor institutions.

The pdf files should adhere to the respective page limits as extra pages will not be considered.

### **Medical Research\_Other Application**

This requires an access code. The code and application questions can be obtained from the Grants Administrator if access is granted.