



REQUEST FOR PROPOSALS

TARGETED RESEARCH INITIATIVE FOR MOOD DISORDERS

For funding beginning July 1, 2008

INFORMATION FOR APPLICANTS

BACKGROUND AND PURPOSE

The Epilepsy Foundation is pleased to continue the Targeted Research Initiative for Mood Disorders. This program recognizes the increasing need for research and new insights into the complications of mood disorders in adults and children with epilepsy, an important co-morbidity that can significantly lower quality of life. This Request for Proposals (RFP) was developed to generate pilot data that can lead to more extensive research projects in the future. The Foundation invites research grant applications from interested investigators to conduct innovative research investigating epilepsy and mood disorders. **While not a requirement of this solicitation, priority will be given to studies of children and adolescents, co-morbid anxiety and depression, or translational/interventional research relevant to epilepsy and mood disorders.** The peer review for this program will assess proposals based not only on scientific merit, but also on relevance to the goals of the program. Particular consideration will be given to proposals that potentially improve the healthcare of persons with epilepsy and mood disorders.

ELIGIBILITY

Investigators must hold a degree relative to the research to be conducted (MD, PhD, MS, PharmD), and have completed the necessary research training appropriate to the project proposed. This call for proposals is open to investigators at academic/university settings and others in the public and private sectors.

All applications will be judged on a competitive basis, without regard to the academic rank or title of the investigator. Applicants whose research will involve patient care or direct involvement with patients must be licensed to practice their profession at their institution and must obtain Institutional Review Board (IRB) approval. U.S. citizenship is not required; however, research must be conducted in the U.S. This program is limited to proposals for human research only.

SELECTION

Applications are evaluated based upon the scientific quality of the research plan, relevance of the proposed research to program goals, the applicant's qualifications, and the adequacy of the facility where the research will be conducted.

SUPPORT

Applicants may request up to \$100,000 for one year. Grants awarded for higher than \$50,000 are based on funds available and may be offered if the applicant proposes particularly meritorious work and has provided clear justification based on need and timetable of the work proposed. Applicants may apply for only one year of funding and must re-apply in subsequent years for additional funding.

Grant funds may only be used to support the direct costs of research. Grant funds MAY NOT be used for: indirect costs or institutional overhead; purchase of permanent equipment that exceeds 10% of the budget; payment of salaries of collaborators at other institutions; or membership dues, subscriptions, books, or journals.

Allowable use of grant funds includes: salary for the principal investigator and for scientific personnel directly engaged in the research project; consumable supplies, disposables, and animals necessary to fulfill the project's specific aims; and travel related to the conduct of the research or for the purpose of presenting the results of the research at appropriate scientific or medical meetings. Travel must be done during the funding period.

Award funds are paid to the recipient's institution or company in quarterly payments over the term of the award, contingent upon confirmation that appropriate institutional approvals for human subjects and animal use have been obtained and are filed at the institution.

Submission of scientific and financial reports, no later than 30 days after completion of project, is a requirement.

SUPPORT FROM OTHER SOURCES

An applicant may not apply for, use or accept Foundation funds for a research project or part of a project already supported by the Foundation or supported by funds from another public or private source. Accordingly, full disclosure of all available and pending funds for research support must be made in the grant application. If funds from other sources become available to the applicant during the review or tenure of a Foundation research grant, the Principal Investigator must inform the Foundation in writing. The Foundation and its advisors will then make a decision about the continuation of the research award.

HUMAN AND/OR ANIMAL SUBJECTS/TISSUES

When human subjects or tissues are to be used in a research project, it is the responsibility of the grantee and the institution to ensure that the institution has a complete copy of the research protocol approved by the Institution's Human Subject Review Board, a copy of that Board's current approval notice, and a copy of the patient informed consent form(s). A copy of these documents also must be submitted with the application or when available. If awarded a grant, these documents must be submitted before funding can begin.

When animal and/or animal tissues are used, it is the responsibility of the grantee and the institution to ensure that the institution has a complete copy of the institution's animal care and use committee approval. A copy of this document also must be submitted with the application or when available.

All institutional signatures and approvals must be included on the application form.

EPILEPSY FOUNDATION POLICY ON USE OF ANIMALS IN RESEARCH

All entities that receive funding from the Epilepsy Foundation must adhere to the following principles:

1. Animals shall be used in biomedical research only when no other means of obtaining scientifically sound, valid and useful results are available.
2. The minimum number of appropriate animals required to obtain and validate results shall be used.
3. The acquisition, care and use of animals must be in accordance with all applicable federal, state and local laws and regulations.
4. Certifications must be received from research facilities prior to being approved for a research grant that the facility(ies), its researchers and employees adhere to the Animal Welfare Act, National Research Council *Guide for the Care and Use of Laboratory Animals*, and any appropriate U.S. Department of Agriculture or National Institutes of Health regulations and standards.
5. In cases requiring the death of an animal, only the most appropriate and humane form of euthanasia shall be used consistent with the purpose of the research.

SPECIAL INSTRUCTIONS TO APPLICANTS

1. In order to guarantee review, applications **MUST BE RECEIVED** by the deadline date.
2. All assurances regarding human subjects should be included with the completed application, if available. If awarded, failure to provide the required documentation in a timely fashion may result in the award being rescinded.
3. All original institutional signatures must be included at the time of submission for an application to be considered complete.
4. **NO** additional information for an application will be accepted after the due date including supplemental data to the research plan.

APPLICATION PROCEDURES

All applications are due by February 29, 2008 for funding to begin July 1, 2008. **A complete application must be submitted via the proposalCentral system by 5:00 p.m. Eastern time on February 29, 2008. The proposalCentral system can be accessed at <https://www.proposalcentral.altum.com>.**

A proposalCENTRAL helpline is available for questions from applicants during normal business hours (8:30 a.m. – 5:00 p.m.), Monday-Friday, EST.

Phone: 1-800-875-2562 x227 (toll free) or 301-916-4557 x227

E-mail: pcsupport@altum.com

Applications will not be accepted, nor any parts of the application, if sent to the Foundation offices by U.S. mail or e-mails to staff.