



## 2019 Fay/Frank Seed Grant Letter of Intent Form

**Instructions:** Fill out this LOI form in its entirety. The Project Summary document is limited to 2 pages. References may be included on an additional page(s). Associate Professors must explain new research direction and abstract for current grant(s) which may be submitted as an additional document. Please attach a biographical sketch (using the current NIH format) with other support page (5 page maximum) for the Principal Investigator (PI). No additional information will be accepted. Please note that you can save this form to your computer, which allows you to complete it at your convenience. Combine all files and submit as one PDF document. Label file as: last name-institutional name.PDF

### I. PRINCIPAL INVESTIGATOR

(Note: Principal Investigator must be a full-time faculty member at an invited institution.)

Check here if you are not a current Fay/Frank Seed Grant recipient.

Check here if you are a current Fay/Frank Seed Grant recipient and want to start a new research project.

Last name:

First name:

Middle initial:

I am a(n):      Ph.D.                  M.D.                  M.D./Ph.D.

Title:

I certify that I am a full-time faculty member at the institution in which I am applying under.

University:

Department:

Telephone:

Fax:

Address1:

Address2:

City:

State:

Zip:

E-mail address:

### II. PROJECT

Early career research

New concept for an experienced investigator

Project Title (maximum 110 characters):

Key Words (required):

### III. PROJECT SUMMARY

**Instructions for Project Summary:** Describe the project within the space provided (no more than 2 pages.) Include . Include closing paragraph that explains how this research will develop (next steps).Note: You will need to use Acrobat Pro to insert images.

Name of Principal Investigator:

Project Summary (font size 10):

Name of Principal Investigator:

#### IV. CURRENT GRANTS

**List of current grants:** Include abstracts, specific aims and indicate if there is any overlap.

## V. SIGNATURES

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Signature of Principal Investigator

Date

**Principal Investigator:** By entering your name above, you confirm that all information you have provided in this Fay/Frank Seed Grant Letter of Intent is accurate and not misleading. Your institution has approved this project. You acknowledge that you are aware that all decisions by the Brain Research Foundation are final.

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Institutional Representative (*please print*)

Title

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Signature of Institutional Representative

Date

**Institutional Representative:** By entering your name above, you confirm that all information the PI has provided in this Fay/Frank Seed Grant Letter of Intent is accurate and not misleading. Your signature verifies that the institution has nominated this project based on an internal selection process. The institution acknowledges that all decisions by the Brain Research Foundation are final.

Letters of Intent are due **January 8, 2019 by 4:00pm CST**. Consideration will be given only to those Letters of Intent completed according to instructions and with no missing information. *Please do not call or email for results.*

## FUNDING POLICIES

The following are **not** permitted:

- Facilities and administrative costs
- Salary recovery for the PI
- Domestic and foreign travel
- Conference or seminar fees
- Personal computers, computer hardware or software
- Large laboratory equipment
- Tuition reimbursement
- Indirect costs, including university fees associated with salary (including fringe benefits) equipment, etc.

The following are permitted:

- Purchase and care of laboratory animals
- Small pieces of laboratory equipment, totaling \$5,000 or less
- Laboratory supplies
- Salary for scientific (including postdoctoral fellows) and technical staff (including laboratory technicians)