

## **Preparing Your AHA Transformational Project Award Application**

Apply early for AHA membership, otherwise you must pay an application fee at the time of submission.

### **Formatting**

- Font: Arial or Helvetica, 12 point, black color
- Margins: Margins must be at least  $\frac{3}{4}$  inch on all sides.  
No information should appear in the margins. For example, don't make headers or footers with your name, or with page numbers.
- Spacing: Single-spaced
- Figures: For figure legends, use the same font type and size as the main text. AHA does not specifically state font-size requirements for text within a figure or chart, but I suggest following the NIH guideline, which is that it may be smaller but must be clearly legible.
- File format: All documents should be converted to PDF format prior to upload.

### **Give As Soon As Possible to the Office of Sponsored Projects (OSP)**

- Title of the proposal and funding opportunity announcement (FOA)
- DRAFT Budget  
\$300,000 (\$100,000/year for 3 years). Including up to 10% indirect costs.  
Allowable costs: Salary and fringe benefits for PI, collaborators, technical personnel, supplies, equipment, computers/electronics, volunteer subject costs, travel, publication costs, etc.  
OSP can help you to prepare your budget.
- List of collaborators or consultants at other institutions

### **Application Materials**

#### **1. Project Summary**

An abstract. State the rationale, hypothesis, objectives (specific aims), methods, model organism(s), and end points.

#### **2. Lay Summary**

Provide answers to the following questions ( $\leq 800$  characters per answer). The text should be understandable to a non-scientist.

- 1) What is the major problem being addressed by this study?
- 2) What specific questions are you asking and how will you attempt to answer them?
- 3) Overall, what is the potential impact of this work to the mission of the AHA? You might address: What is the long-term biomedical significance of your work, particularly as it pertains to the cardiovascular area? What major therapeutic advance(s) do you anticipate that it will lead to? For instance, new drug(s), a surgical technique/procedure, a diagnostic tool/test, a previously undetected risk factor, etc.

### 3. Research Plan (10 pages)

<u>Subsections</u>	<u>Suggested Length</u>
1. Specific Aims	1 page
2. Background and Significance	2 pages
3. Preliminary Studies	2 pages
4. Research Design and Methods	5 pages
5. Ethical Aspects of the Proposed Research	¼ page

*Ethical Aspects of the Proposed Research.* Describe any special consideration you have given to all ethical issues involved in your proposed investigations (biohazards or human subjects, etc.), identifying risks and management. If using vertebrate animals, say so and refer the reader to the Vertebrate Animal Subjects attachment. Discuss the nature of the informed consent that will be obtained if the research involves human subjects. If the proposed project involves no ethical questions, indicate "5: NONE".

### 4. Literature Cited

### 5. Biosketch (≤ 5 pages)

Follow the NIH format.

### 6. Budget Justification

Use the [Budget Justification Form](#) provided by AHA.

### 7. Vertebrate Animal Subjects (if applicable)

Address the following five points. When research involving vertebrate animals will take place at collaborating site(s) or other performance site(s), provide this information before discussing the five points.

1. Provide a description of the proposed use of the animals in the work outlined in the Research Plan section. Identify the species, strains, ages, sex, and numbers of animals to be used in the proposed work.
2. Justify the use of animals, the choice of species, and the numbers to be used. If animals are in short supply, costly, or to be used in large numbers, provide an additional rationale for their selection and numbers.
3. Provide information on the veterinary care of the animals involved.
4. Describe the procedures for ensuring that discomfort, distress, pain, and injury will be limited to that which is unavoidable in the conduct of scientifically sound research. Describe the use of analgesic, anesthetic, and tranquilizing drugs and/or comfortable restraining devices, where appropriate, to minimize discomfort, distress, pain, and injury.
5. Describe any method of euthanasia to be used and the reasons for its selection. State whether this method is consistent with the recommendations of the Panel on Euthanasia of the American Veterinary Medical Association. If not, present a justification for not following the recommendations.

**8. Collaborator's Biosketch** (if applicable)

Use an NIH biosketch or make a new one using the AHA guidelines.

**9. Collaborator's Letter of support** (if applicable)

**10. Consultant's Letter** (if applicable)

Describe the specific services that will be provided for the project.