Student & Post Doc Grant Application - Sample

All applications must be submitted through the designated portal provided in each grant description. Submissions through any other channel will not be considered.

Page: Grant Type

Grant Type *
Grant descriptions, funding amounts, and eligibility requirements will display when you select the grant type.

Select one Category
○ **Carl V. Gisolfi Memorial Fund | Doctoral Student Grant**
○ Clinical Sports Medicine Endowment | Clinician Grant
○ **Raymond A. Weiss Research Endowment | Graduate Student Grant**
○ Paffenbarger-Blair Fund for Epidemiological Research on Physical Activity | Early Career Grant
○ Research Endowment | Early Career Grant
○ **Xero Shoes' Minimal Footwear Research Grant | Doctoral Student & Early Career Grant**
○ Franklin EIM-OC Microgrant
--- ○ PA Assessment and Referral Grant
--- ○ PA Promotion Grant
--- ○ PA Screening and Education Grant
○ AMSSM & ACSM Breaking Barriers Research Grant

By typing my name below, I confirm that I meet all the requirements for this grant and understand the requirements and expectations of grantees.

PI/LI Signature *

Page: Instructions & Policies

Instructions *
Click here to review the grant application instructions and formatting requirements before proceeding.
Applications that do not adhere to these instructions and policies will not be reviewed.
Click the "Manage Collaborators" button at the top of the page to invite others to review your application before submitting. Student investigators are encouraged to add their advisors as collaborators.

Select one or more options
☐ I have read and understand the application instructions.

Policy Acknowledgement *

Presenting Funded Research: There is an expectation that grantees funded by the ACSM Foundation will:

- Attend the ACSM Honors at Annual Meeting the year the award is received,
- Present funded research at a future ACSM Annual Meeting, and
- Send the ACSM Foundation a copy of any publications or presentations of the funded research.

Student Investigators: Several ACSM Foundation grants support student research. Student investigators are considered the Principal Investigator (PI); however, they are required to provide the name and contact information for their advisor.

Race Data Collection and Use: We request that PIs and student advisors provide information on race to better understand who applies for and receives grant funding. This information will help inform future application requirements and improve the scientific review process. Grant administrators will remove race data before sending applications to reviewers. Race will not be considered during the grant review process. Thank you for supporting these efforts.

Policy on Sponsored Research with Human Subjects: Safeguarding the rights and welfare of human subjects involved in research activities supported by the ACSM Foundation is primarily the responsibility of the institution that receives funds awarded for support of research activities. In all situations, the principles from the Declaration of Helsinki are endorsed. However, the ACSM Foundation relies on the Research Review Committee to evaluate all applications and proposals involving human subjects for compliance with human subject regulations (Code of Federal Regulations, title 45, part 46):

- *Human subject* means a living individual about whom an investigator (whether professional or student) conducting research obtains data through intervention or interaction with the individual, or identifiable private information.

- *Intervention* includes both physical procedures by which data are gathered (for example, venipuncture) and manipulations of the subject or the subject's environment that are performed for research purposes.

- *Interaction* includes communication or interpersonal contact between investigator and subject.

- *Private information* must be individually identifiable, so that the identity of the subject may readily be ascertained by the investigator or associated with the information.

- *Research* means a systematic investigation designed to develop or contribute to and disseminate generalizable knowledge.

- *Minimal risk* means that the risks of harm anticipated in the proposed research are not greater, considering probability and magnitude, than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests.

The ACSM Foundation will fund research covered by the regulations only if the PI's institution has certified that the research has been approved by an institutional review board (IRB) and is subject to continuing review by the IRB. This approval must be submitted to the ACSM Foundation before grant funds are released and renewed when applicable to stay in good standing during the funding period.

When research involves only minimal risk and meets certain other conditions, the IRB may waive the requirement for obtaining informed consent. When research is exempt from the regulations, as provided under 45 CFR 46.1 0(b), adherence to ethical standards and pertinent laws is still required.

Policy on Sponsored Research with Experimental Animals: The ACSM Foundation will fund research projects of high scientific merit that include the use of experimental animals. PIs who propose to use animals for research, education, or testing purposes must assume the responsibility for their general welfare.

Principal Investigators must provide written assurances from the institution that the policies and procedures detailed in the "Guide for the Care and Use of Laboratory Animals" as published by the U.S. Department of Health and Human Services and proclaimed in the Animal Welfare Act (PL89-544, PL91-979, and PL94-279) are followed. Furthermore, the ACSM Foundation endorses the rules, procedures, and recommendations for the care of laboratory animals as advocated by the American Association for Accreditation of Laboratory Animal Care (AAALAC).
Applications proposing animal experiments must specifically elaborate on:

- Animal species to be used and rationale for doing so
- Specific use and care of the animals
- Categories of experimentation as listed below:
    - Live animals that will be humanely killed without any treatments, manipulations, etc., but will be used to obtain tissue, cells, etc.
    - Live animals that will have significant manipulations, surgery, etc., performed while anesthetized. The animals will be humanely killed at the termination of the procedure without regaining consciousness.
    - Live animals that will receive a painful stimulus of short duration without anesthesia (e.g., injections, including for antibody production, behavioral stimuli, such as exercise training, shock, short-term pain-stimulus tests) resulting in a short-term traumatic response.
    - Live animals that will have significant manipulations performed, such as surgery, while anesthetized and are allowed to recover. Such procedures cause post-anesthetic pain/discomfort resulting from the experimental protocol (e.g., catheters, implants, surgical wounds/incisions), which cause a minimum of pain and/or distress. Also included are mild toxic drugs or chemicals, tumor implants/hybridomas, tethered animals, short-term restraint, mother/infant separations.
    - Live animals that will have significant manipulations or severe discomfort, etc., without benefit of anesthesia, analgesics, or tranquilizers. Examples to be included in this category are toxicity testing, radiation sickness, irritants, burns, trauma, biological toxins, severe climatic stress, restrictions in food/water intake, long-term restraint, drug addiction, etc.
- Analgesics, anesthetics, and tranquilizing drugs that are to be used, and when, with the various categories listed above
- Surgical procedures that will be performed
- Methods of euthanasia that will be used
- Signatures of responsible officials from the institution and its animal resource committee indicating approval of the proposal and that the institution has either filed an NIH assurance statement or has achieved AAALAC accreditation.

Select one or more options
☐ I have read and understand the policy statements.

Page: Principal Investigator Information

First Name *

Last Name *

Email Address *

Secondary Email Address

Institution *

ACSM Member # *
Principal Investigators must be ACSM national members in good standing before applying for funding. Grantees must remain ACSM members through the life of the grant, including the final reporting period. ACSM chapter membership alone does not fulfill this requirement.
Check your member status at acsm.org or contact ACSM at membership@acsm.org or (317) 637-9200. Note: new or renewed memberships may take 24-48 hours to register in the system.

ACSM Member Expiration Date *

Race/Ethnicity *
We are requesting applicants provide their race/ethnicity to better understand who applies for and receives grants and to improve the grant process. Note: This information will not be considered or shared during the review process.

Select one or more options
☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Hispanic or Latino
☐ Native Hawaiian or Other Pacific Islander
☐ White
☐ Other
☐ Choose not to report

Please specify your race/ethnicity

Page: Proposal Details

Proposal Title *

Area of Research *
Select one option
○ Applied Science
○ Basic Science
○ Clinical Science

Lay Summary *
In lay terms, state clearly and concisely the research plan, specific aims, hypotheses to be tested, and anticipated outcomes(s). Use terms that the general public will understand.

Specific Aims *
State the goals of the proposed research and summarize the expected outcome(s) including the impact that the results of the proposed research will exert on the research field(s) involved. List the specific objectives of the research proposed, e.g., to test a stated hypothesis, create a novel design, solve a specific problem, challenge an existing paradigm or clinical practices, address a critical barrier to progress in the field, or develop new technology.
Limit to a 2-page PDF.

[File Upload]

The research strategy should be limited to a 4-page PDF and organized as follows.
Start each sub-section with the appropriate heading underlined—**Significance**, **Innovation**, or

Approach. If the research has multiple specific aims, the PI may address significance, innovation, and approach for each specific aim individually, or for all of the specific aims collectively.

Describe the design and procedures proposed to accomplish the specific aims and hypotheses listed. Justify the methods, detailing their strengths and limitations. Provide details about statistical analyses, including sample size and power calculations. Provide protocols and anticipated timetables. List any procedures or conditions that pose a hazard to humans and describe what precautions will be employed to minimize any risks to human subjects.

If applicable, include information on preliminary data or studies in the significance, innovation, and approach sections. Discuss only data or studies pertinent to this application. Cite published experimental details in the research strategy section and provide the full reference in the references section.

Significance: Use this section to critically evaluate the existing knowledge that relates to the proposal, including the PI's preliminary work in this area. Identify the new information the proposed research will provide, with respect to deficits in the existing knowledge.

- Explain how the proposal fits into the ACSM mission and goals.
- Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses.
- Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.
- Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.

Innovation

- Explain how the application challenges and seeks to shift current research or clinical practice paradigms.
- Describe any novel theoretical concepts, approaches or methodologies, instrumentation, or intervention(s) to be developed or used, and any advantage over existing methodologies, instrumentation, or intervention(s).
- Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions.

Approach

- Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. Include how the data will be collected, analyzed, and interpreted.
- Discuss potential problems, alternative strategies, and how anticipated results will be interpreted to achieve the aims.

Research Strategy *
Upload the research strategy below

[File Upload]

References *
Upload this document with the heading **"References".** This should be a concise list of the key literature cited throughout the application. Do not attempt to be all inclusive in compiling the references. References should follow the formatting required by ACSM's flagship journal, Medicine & Science in Sports & Exercise®.

Modified excerpt from MSSE: The reference list shall be *in order of citation* (rather than in alphabetic order) and numbered. The format for references is that which has been adopted by the United States National Library of Medicine [Patrias K. Citing medicine: the NLM style guide for authors, editors, and publishers [Internet]. 2nd ed. Wendling DL, technical editor. Bethesda (MD): National Library of Medicine (US). Available from: www.nlm.nih.gov/citingmedicine and employed in *Index Medicus*. Authors should choose the NLM option in their reference software package (e.g., EndNote, RefManager). For those reference types not included in *Index Medicus*, adhere to the form established by the American National Standard for Bibliographic References.
Limit to a 2-page PDF.

[File Upload]

Resubmission Status *
Indicate if this application is for a research proposal that was previously reviewed and scored by the ACSM Foundation.

Select one option
○ No, this is not a resubmission
○ Yes, this is a resubmission

Resubmission Summary *
Provide a point-by-point summary of revisions and collectively answer all major concerns noted in the previous review cycle.

Page: Personnel & Environment

PI Biosketch *
Upload a standard NIH biosketch as a PDF.

[File Upload]

PI Personal Narrative *
Briefly describe why the PI is well-suited for their role(s) in this research project. The relevant factors may include aspects of training; previous experimental work on this specific topic or related topics; technical expertise; collaborators or scientific environment; and/or past performance in this or related fields.

Student Advisor Letter of Support *
Required if the applicant is a student. Enter the name and email address of your faculty advisor. They will receive an email asking them to submit a letter of support for your application. All letters are due in the portal by November 7.

Full Name:
Email:

Mentors
List all mentors the PI has worked with or who inspired this proposal. Enter each name on a new line.

Key Personnel
List key personnel that will be involved with the completion of this proposed project. Enter each name on a new line.

Consultants & Collaborators
List consultants and collaborators that will be involved with this proposed project and upload a letter of support to the Supporting Documents section. Enter each name on a new line.

Institutional Resources & Environment *
Describe the facilities at the PI's institution and laboratory available for research, including major equipment available, support services, and senior and/or experienced personnel with whom the PI expects to interact. These personnel should also be listed under key personnel above.

Page: Budget

Budget Uses *
ACSM Foundation grant funds may be used to support equipment, supplies, animal or human subject costs, or other miscellaneous research expenses. Grant funds are not to be used for:

- overhead or indirect costs
- membership dues to professional organizations
- subscriptions to journals
- purchasing books
- travel or meeting registration
- publication expenses
- clinical traineeships
- malpractice insurance premiums
- salary for consultants, graduate assistants, or students

Select one or more options
☐ I understand the uses and limitations of the grant funds.

Total Amount Requested *
Use whole US dollars.

Itemized Budget

Complete each applicable category and itemize entries by line. List the cost per unit, the number of units needed, and the total cost.

Equipment Costs
Itemize non-expendable equipment and justify in the Budget Narrative section below. Funding for computers is justified only if the computer is required to perform the research.

Supply Costs
Itemize the cost of supplies by major categories, such as chemicals, glassware, or expendable equipment.

Human Subjects Fees and/or Animal Costs
If human subjects are to be paid, indicate the number of subjects, fee per subject, and total cost. Specifics for subject remuneration should be justified in the Budget Narrative section below.
For animal research, indicate number to be used, unit cost per animal, and cost for daily care.

Miscellaneous Costs
Itemize the cost of items such as office supplies or other miscellaneous expenses.

Budget Narrative *
Justify the items listed in the itemized budget categories above and detail any other funding sources that will support the proposed project.

Page: Institutional Assurances

IRB/IACUC Requirements *

Certification of Institutional Review Board (IRB) approval and, if applicable, Institutional Animal Care and Use Committee (IACUC) approval is required before grant funds will be released.

If available at the time of application, complete the information below and attach a copy of the IRB approval letter. Otherwise, select "pending" status and attach documentation confirming submission to the relevant institutional compliance office.

Failure to submit an IRB approval letter by the deadline in the grant instructions will result in the grantee being ineligible for a no-cost extension.

Institutional approvals must include the following information as relevant to the proposed research:

- Review Date
- Assurance Number
- Expiration Date
- Letter of Approval/Submission Upload
- Human Subjects Consent Form – when applicable

Select one or more options

☐ I understand the IRB requirements for funding.

IRB Status *

Select one option

○ Submitted - status pending

○ Approved

IRB Expiration Date

IRB Approval #

IRB Approval Letter or Confirmation of Submission *

[File Upload]

Other Institutional Assurance Documents

[File Upload]

Description of Risks *

Include the following information to describe risks and protections for human subjects and/or vertebrate animals:

Human Subjects

- Describe the potential risks to human subjects (physical, psychological, financial, legal, or other), and assess their likelihood. Where appropriate, describe alternative treatments and procedures, including the risks and potential benefits of the alternative treatments and procedures, to participants in the proposed research.

- Describe planned procedures for protecting against or minimizing potential risks, including risks to privacy of individuals or confidentiality of data, and assess their likely effectiveness.

- Where appropriate, discuss plans for ensuring medical or professional intervention in the event of adverse effects to the subjects. Studies that involve clinical trials (biomedical and behavioral intervention studies) must include a general description of the plan for data and safety monitoring of the clinical trials and adverse event reporting to the IRB, and others, as appropriate, to ensure the safety of human subjects.

Vertebrate Animals: This section should be a concise, complete description of the animals and proposed procedures. While additional details may be included in the Research Strategy, the responses to the required points below must be cohesive and include sufficient detail to allow evaluation by the review committee.

- Provide a detailed description of the proposed use of the animals for the work outlined in the Research Strategy section. Identify the species, strains, ages, sex, and numbers of animals to be used in the proposed work.

- 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.

- Provide information on the veterinary care of the animals involved.

- 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.

- Describe any method of euthanasia to be used and the reason(s) for its selection. State whether this method is consistent with the recommendations of the American Veterinary Medical Association (AVMA) Guidelines on Euthanasia. If not, include a scientific justification for not following the recommendations.

Page: Supporting Documents

Consultant/ Collaborator Letter of Support

Limit PDF file size to 10mb or less.

A letter of support is required from consultants and/or collaborators listed in the Personnel section of this application.

[File Upload]

Publications
Limit PDF file size to 10mb or less.
If available, submit any reprints of personal or related publications that are relevant to this proposal. Do not include more than three. Combine publications into one PDF document.

[File Upload]

Page: Final Signatures

Artificial Intelligence Certification *
Artificial Intelligence (AI) is an evolving tool that poses unique challenges for academic scholarship. The ACSM Foundation follows the Artificial Intelligence Authoring Tools and Authorship Policy set forth by ACSM's Medicine & Science in Sports & Exercise®. PIs are fully responsible for the content of their proposal, even those parts produced by an AI tool, and are thus accountable for any breach of scientific ethics or ACSM Member Code of Ethics.

Indicate below if an AI tool was used in the writing of the proposal, production of images or graphical elements, or in the collection and analysis of any preliminary data.

Select one or more options
☐ No AI tools were used in this proposal.
☐ One or more AI tools were used in this proposal.

Description of AI use *
Detail which AI tool and how it was used in the writing of the proposal, production of images or graphical elements, or in the collection and analysis of any preliminary data.

By typing my name below, I certify that I have written this proposal and take complete responsibility for the scientific and ethical conduct of the project if funds are awarded.

PI/LI Signature *

Required if a student advisor was listed in the Personnel section. If the advisor is not an ACSM member, type the advisor's name - N/A.

By typing my name and ACSM member number below, I certify that this proposal was written by the student investigator and any use of AI has been fully disclosed.

Student Advisor Signature *