GMJF RESEARCH GRANT APPLICATION GUIDELINES

1. Before preparing an application, refer to "Eligibility," "Purpose," "Terms of Grant" and "Evaluation of Grant Proposals" as listed in the GMJF RESEARCH GRANT PROGRAM INFORMATION AND POLICIES.

2. Research requests should include:

   a) GMJF Application for Research Grant Form.

   b) Project description: **3 page maximum**, 11-point type, ½ inch margin minimum (not including references). Note: The Evaluation Criteria is attached. These evaluating criteria will be used by the MD Center Faculty and the GMJF Grant Committee. **Applications with project descriptions exceeding three pages may not be accepted.**

   c) Non-scientific summary (1 paragraph, ½ page maximum) This summary may be used by the GMJF Board to advise donors on how their gifts are used.

   d) Letter(s) of support from key project collaborator(s).

   e) NIH format Biosketch, references and other support for Principal Investigator (PI).

   f) One year budget and justification.

3. Submission Process:

   a) Electronically submit the application and attachments as referred to in item 2 in one pdf document to **foundation@gregmarzolfjr.org**. Grant applications are due by **noon on Tuesday, November 29, 2022**. Applications that arrive late will be returned. Funding decisions will be communicated directly to grant recipients **on or before February 1, 2023.** We will send out a GMJF Grant Recipient Announcement to our donors in Spring 2023. Grant funding decisions are communicated to our donors to encourage additional support and revenue.

   b) Please note that in the we past we have asked for grantee involvement in our foundation. COVID-19* has changed some of the requirements of grant recipients. We'll inform you if there is an event that we would like you to attend in 2023.

*Pre-COVID-19 grant requirement: Awardees were required to attend and/or volunteer for at least one of the two Greg Marzolf Jr. Foundation events in the year following their award.

Funding guidelines require that research involving the use of human or animal subjects, biohazardous materials, etc., must be approved by the appropriate University of Minnesota committee. An application will be accepted if approval is pending, but funds will not be released in support of an award until approval has been confirmed. For further information contact your department administrator.

GMJF RESEARCH GRANT APPLICATION COVER SHEET

Principal Investigator Name_____

Rank_____   Department_____

Principal Investigator Email _____

Grant Application Contact Email (if different than PI) _____

Project title_____

_____

1. Provide a brief description (3 pages maximum, not including references) of the project's purpose, methods and goals. Note: The Evaluation Criteria is attached. These evaluating criteria will be used by the MD Center Faculty and the GMJF Grant Committee.

2. Provide a one paragraph (half page maximum) non-scientific summary of the project emphasizing its anticipated significance.

3. Name(s) of project collaborator(s)

    _____

    _____

4. Provide NIH format biosketch, references and other support for the PI.

5. Total funding requested $ _____

6. Provide an itemized 1 year budget and justification. List salaries, benefits, supplies, equipment, etc.

Electronically submit application and all supporting materials as one .pdf file to foundation@gregmarzolfjr.org by **noon on Tues November 29th, 2022**. Call or email Jenny Myhre at 612-387-1919 or marzolfj@gmail.com with questions.

The .pdf file should include:

A. Application

B. Project description, 3 page maximum, 11-point type, ½ inch margin minimum

C. Non-scientific summary (1 paragraph, 1/2 page maximum)

D. Letter(s) of support from key project collaborator

E. NIH format Biosketch, references and other support for PI

F. Budget and justification