



National Alopecia Areata Foundation

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NATIONAL ALOPECIA AREATA FOUNDATION (NAAF) RESEARCH GRANT APPLICATION INSTRUCTIONS ***PLEASE READ INSTRUCTIONS CAREFULLY***

Application must be submitted on-line at www.naaf.org
AND received at the NAAF office
no later than 5 PM PDT on Wednesday August 3, 2004!

GENERAL INFORMATION AND INSTRUCTIONS

PURPOSE: Grants are available from the National Alopecia Areata Foundation (NAAF) to support research in alopecia areata. The NAAF Scientific Advisory Council and Board of Directors approved the following as the *Research Areas of Emphasis* for current NAAF research funding:

These four areas are inter-related and reflect the strong desire of patients and clinician/scientists to move from basic biology to applied research to find safe and effective treatments for alopecia areata. Other areas of innovative research will be considered based on scientific merit.

- Clinical Research
- Genetics
- Immunology
- Use of Alopecia Areata Registry

Applications are reviewed and awarded on a competitive basis. Funding priority will be given to those grants in the *Research Areas of Emphasis* listed above. Grants will be made for only one year and will range from \$10,000 to \$50,000. These awards may not be used to support the salary of established investigators but can be used to support post-doctoral fellows or entry-level junior faculty under certain circumstances. Indirect costs are not allowed.

AWARD PROCESS: The research grant recipients will be reviewed by a Peer Review Committee, and awarded and announced by the NAAF Board of Directors. Recipients will be notified by mail as soon as possible after the selections have been made in December 2004.

DISTRIBUTION OF FUNDS: Funds are paid directly to the institutional fiscal officer designated in the application, and are to be used only for the recipient and project for which the application was made. Grants are disbursed in two equal installments; the second installment is contingent upon receipt by NAAF of a six-month progress report.

GUIDELINES FOR BASIC AND CLINICAL STUDIES OF ALOPECIA AREATA

(Additional guidelines regarding selection of patients for basic and clinical alopecia areata studies are enclosed.)

- ❑ Evaluate patchy alopecia areata separately from alopecia totalis and alopecia universalis.
- ❑ Specify if studied lesions have active loss or growth.
- ❑ Specify if studied lesions are in center or at spreading margins of patches, or in "uninvolved sites".
- ❑ In extensive alopecia areata, "uninvolved sites" may be optimal for immunopathologic studies.
- ❑ Assess scalp hair loss in quadrants: 0-25%, 26-50%, 51-75%, 76-99%, and 100%.
- ❑ For treatment studies:
 - state extent of hair loss at baseline
 - separate patchy alopecia areata from alopecia totalis and alopecia universalis
 - evaluate cosmetically acceptable regrowth
- ❑ Controlled studies.

THE PROPOSAL (AND SUBSEQUENT SECTIONS) AND BIOGRAPHICAL SKETCH SHOULD BE INCLUDED WITHIN YOUR ON-LINE APPLICATION

I. PROPOSAL: A brief discussion of the aims and relevance of the proposed research project must be included in this application in sufficient detail for evaluation. (See below for outline and instructions).

A. LAYMAN'S STATEMENT FOR NAAF

1. In a brief paragraph describe your proposal in layman's terms. **Do not exceed 10 lines.** (This will be used for press announcements and award presentation purposes.)
2. In layman's terms describe in greater detail your proposal and its significance. **Do not exceed one page.**

B. DESCRIPTION

Describe your proposal in sufficient detail for adequate evaluation. Make every effort to be succinct. **Do not exceed 10 pages. Do not submit a copy of an application prepared for another granting agency, copies of previous publications, or other supplemental documents.**

A suggested format is listed below.

1. **Specific Aims:** What do you intend to accomplish? What hypothesis is to be tested?

2. **Significance:** Why is the research important? Evaluate existing knowledge in the field and specifically identify the possible contributions that your investigation may make. Most importantly, how will your study help our understanding and treatment of the patient with alopecia areata?

3. **Preliminary Studies:** What has already been done in this field?

4. **Methods:** How are you going to accomplish the research? Describe in detail the experimental design, the procedures to be used, and the manner in which the data will be analyzed.

5. **Literature Cited:**

II. BIOGRAPHICAL SKETCH: Attach a brief biographical sketch (not to exceed two pages) of the project director or applicant (include recent, relevant bibliography).

THE LETTER OF RECOMMENDATION AND IRB APPROVAL SHOULD ACCOMPANY THE HARD COPY OF THE APPLICATION SENT TO NAAF :

III. LETTER OF RECOMMENDATION: A supporting letter from the applicant's immediate supervisor is requested and must accompany the application that is sent to the NAAF office.

IV. IRB APPROVAL: All applications must be accompanied by written approval of the Institutional Review Board (patients) or IACUC (animals). (This applies to renewal as well as original requests.) **No application will be considered without this written approval.**

Use the checklist below to make sure you have included everything!

NAAF RESEARCH GRANT APPLICATION CHECK LIST:

- Please read and complete the application thoroughly. Print off a copy of the completed application for your own records.
- Print off one additional copy of the completed application to send to the NAAF office by the deadline. You must also send the Research Grant Agreement and Institutional Data form, completed and signed, that are available on-line. Be sure to have all appropriate signatures on these two documents! These must be received by the deadline for your application to be considered.
- Any IRB approval documentation should also be sent to the NAAF office with the copy of your application and supporting materials.
- Include Letter of Recommendation
- Application must be submitted on-line AND also received at the NAAF office NO LATER THAN 5:00 PM TUESDAY AUGUST 3, 2004 AT WWW.NAAF.ORG. NO EXCEPTIONS CAN BE MADE TO THIS DEADLINE.**

PLEASE UTILIZE A RELIABLE COURIER SUCH AS FEDERAL EXPRESS OR AIRBORNE TO ENSURE TIMELY DELIVERY OF YOUR APPLICATION MATERIALS.

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