



2024 Diversity Supplement Grant (Cycle 2)

ISSUE DATE:	June 17, 2024
APPLICATION DUE DATE:	July 29, 2024 by 11:59 pm ET
GRANT SELECTION NOTIFICATION:	By November 20, 2024
PERIOD OF PERFORMANCE:	8 weeks - 3 years
AMOUNT OF GRANT:	Up to 20% of the parent research grant, with a maximum of \$50,000
LINK TO APPLICATION:	https://www.grantinterface.com/Home/Logon?urlkey=aasmf
CONTACT:	AASM Foundation 2510 N. Frontage Road Darien, IL 60561 Phone: 630-737-9724 E-mail: foundation@aasm.org

RESEARCH FOCUS

This request for applications for the Diversity Supplement Grant is open to mentored projects that address one or more important unanswered scientific questions related to sleep and circadian science, sleep disorders and/or sleep health.

The proposed research must provide meaningful experience in sleep and/or circadian science-related research to stimulate and/or retain interest in sleep research careers, develop a candidate's research capabilities for all education and training levels of candidates. For candidates with advanced education or training, the proposed research

must assist in supporting the research training in preparation for an independent sleep research career.

FUNDING INFORMATION

The Diversity Supplement Grant provides funds for 8 weeks to 3 years, depending on the duration of an active parent research grant, and can be for up to 20% of the parent grant (maximum of \$50,000). The funds can be used for salary support (commensurate with current stipends or salaries) for a mentored sleep and circadian science research project of a parent sleep and circadian science research grant. Indirect costs are not allowed. A sample contract is available [here](#).

The Diversity Supplement Grant may support no more than two candidates who meet the eligibility criteria below, and the total support cannot exceed the established amount of the supplemental grant (i.e., up to 20% of the grant not to exceed \$50,000).

This AASM Foundation research grant is supported by AASM Foundation general funds.

ELIGIBILITY

The following individuals are eligible to apply:

- Principal investigators with an active sleep and circadian science research grant from a US federal agency or US-based non-profit organization.

The following candidates are eligible to be supported by the grant:

- Candidates who are directly supported by the Diversity Supplement Grant must be one of the following:
 - Students who are enrolled in an undergraduate, graduate, or health professional degree-granting program.
 - Individuals who are enrolled in a post-baccalaureate program.
 - Individuals who are within one year of completing bachelors, masters or doctoral degree and taking a gap year in their education.
 - Clinical residents, post-doctoral fellows, or clinical fellows.
- Candidates who are directly supported by the Diversity Supplement Grant must be from one of the groups identified as [underrepresented in the extramural U.S. biomedical, clinical, behavioral and social sciences workforce](#)
- Candidates must be citizens or non-citizen nationals of the United States or individuals who have been lawfully admitted for permanent residence in the United States (i.e., in possession of a Permanent Resident Card, Form I-551).

INELIGIBILITY

The following individuals are not eligible to apply:

- Due to varying definitions of underrepresented groups across countries, international investigators are not eligible to apply.
- Current AASM and AASM Foundation Board of Directors members are not eligible to apply and cannot be listed as a principal investigator, key personnel, mentor (paid or unpaid) or paid consultant during their term on the Board and for one year after their term ends.

Note: In rare instances, AASM and AASM Foundation Board members may serve as unpaid consultants on an application, however, this requires Executive Committee approval prior to submitting the application.

MENTORING

Since this is a Career Development Grant, the individual applying must serve as the research mentor of the candidate for the duration of the Diversity Supplement Grant. The applicant must have skills, knowledge, and resources to mentor the candidate in sleep and circadian research and have active research grant funding.

NUMBER OF APPLICATIONS AND SCIENTIFIC OVERLAP

Individuals may apply for multiple AASM Foundation grants, however, the same proposal (i.e., projects with budgetary and scientific overlap) may not be submitted for multiple requests for applications in a given cycle. Additionally, if an individual submits more than one application in a given Career Development Grant cycle, the AASM Foundation will only approve funding one grant should multiple proposals submitted by the applicant receive a competitive score.

Individuals who are the Principal Investigator on an open AASM Foundation research grant at the time of the application deadline can apply if they can demonstrate that there is no budgetary or scientific overlap between their open grant and the new project they are applying for funding. If there is budgetary and/or scientific overlap between projects, the applicant must indicate their plan to close their open grant in the event their new application is selected for funding (e.g., relinquish the current grant or complete the current grant to start the new grant).

Additionally, individuals who are seeking funding from AASM Foundation research grants to support ongoing projects currently funded by another granting body or supplement ongoing work (e.g., enrolling additional subjects into an ongoing trial) are not eligible to apply. The principal investigator will be required to make a statement regarding any overlap in their Other Support page of the application. Furthermore, candidates cannot be supported by the

Diversity Supplement Grant if already supported by the parent sleep and circadian science research grant.

RESUBMISSION POLICY

Past applicants of the Diversity Supplement Grant who were not funded are allowed a single resubmission within 12 months of receipt of the original application notification.

If resubmitting an original and unfunded application, the applicant and candidate must still meet all eligibility criteria listed under the Eligibility section of this request for applications. The resubmission must include a response to the reviewer’s critique and a response to the original application’s reviewers.

Resubmission of an original application for one grant program across another grant program is not permitted.

REVIEW CRITERIA AND PROCESS

A grant review committee, appointed by the AASM Foundation Executive Committee, will evaluate and score all submitted applications. Factors that will be taken into consideration include:

1. **Research Plan and Goals:** Research plan is tailored to the academic level of the candidate and includes goals, milestones, and objectives of the proposed research. The proposed research must contribute significantly to the research career development of the candidate.
2. **Mentoring and Training Plan:** Plan for training includes opportunities to acquire new research, presentation, and publication skills; training also includes protections for human subjects or animal care. Plan for mentorship includes experiences to increase candidate’s knowledge, skillset, and abilities.
3. **Candidate Statement:** Candidate’s career goals, educational achievement and interest in science will be bolstered through this new research experience. Appointment of candidate will promote diversity in the sleep research field.

Only materials submitted within the application will be used in the evaluation of applications. The AASM Foundation Executive Committee will make the final funding decisions.

PAYMENT SCHEDULE

Payment #1 – Upon execution of contract	100%
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DELIVERABLES AND EXPECTED OUTCOMES

Outcomes are an essential component of this grant. All proposals must identify the goals and appropriate outcome measures of the research. The outcomes should align with the goals and objectives stated in the applicant’s and candidate’s proposal for this grant. As such, the following deliverables are required:

- The applicant must address the specific aims and any major modification requires AASM Foundation Board of Directors or Executive Committee approval.
- The AASM Foundation expects that the research funded by this grant will lead to the publication of original research in peer-reviewed journals, such as the [Journal of Clinical Sleep Medicine](#), and submission of an abstract to the Associated Professional Sleep Societies (APSS) for presentation at the annual [SLEEP meeting](#), with the opportunity for the candidate to be the lead author. The plan and costs for these deliverables must be stated in the application.
- The applicant must submit progress and final reports during the project period and set deadlines, describing project activities and results, as outlined below. Failure to submit reports per the established schedule will result in withholding grant payments from the sponsoring organization and the grant recipient becoming ineligible to apply for future AASM Foundation funding until all outstanding reporting is up to date.

REPORTING SCHEDULE

Progress Reports	<ul style="list-style-type: none">• Every six months if the performance period is up to 2 years• Annually if the performance period is 2 years or more
Final Report	Within 90 days of grant completion

The due dates for progress and final reports are established after a grant contract is executed between AASM Foundation and sponsoring organization.

APPLICATION

Step 1: AASM Foundation Grant Request registration

To apply for this grant, you must register on AASM Foundation [Online Portal](#). Please refer to the [AASM Foundation Application User Guide](#) for guidance on creating an account.

Step 2: Complete application

[ACCESS THE 2024 DIVERSITY SUPPLEMENT GRANT \(CYCLE 2\) APPLICATION](#)

New and resubmission applications must be completed and submitted through AASM Foundation [Online Portal](#). Instructions for required forms are available via the online submission system. The Application Checklist below shows required attachments to be uploaded. For an overview of the information that is requested on the application form, please download the [Diversity Supplement Grant Application Template](#).

CHECKLIST FOR NEW APPLICATIONS

Form	Page Limit
<input type="checkbox"/> Project Information	
<input type="checkbox"/> Organization Information	
<input type="checkbox"/> Authorized Representative	
<input type="checkbox"/> Research Plan and Goals	4 pages, excluding citations
<input type="checkbox"/> Mentoring and Training Plan	2 pages
<input type="checkbox"/> Candidate Statement	2 pages
<input type="checkbox"/> Diversity Supplement Grant Candidate Information	
<input type="checkbox"/> Diversity Supplement Grant Mentor Information	
<input type="checkbox"/> Budget and Budget Justification	
<input type="checkbox"/> Parent Research Grant <i>Note: Applicants that are the principal investigator on a AASM Foundation parent research grant only need to submit their AASM Foundation grant number and not the entire grant.</i>	

CHECKLIST FOR RESUBMISSION APPLICATIONS

Form	Page Limit
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<input type="checkbox"/> Face Page A. Diversity Supplement Project Information B. Parent Research Grant Information C. Diversity Supplement Principal Investigator D. Diversity Supplement Candidate(s) E. Sponsoring Organization	
<input type="checkbox"/> Response to Reviews Response letter to critiques	1 page
<input type="checkbox"/> Research Plan and Goals	4 pages, excluding citations
<input type="checkbox"/> Mentoring and Training Plan	2 pages
<input type="checkbox"/> Candidate Statement	2 pages
<input type="checkbox"/> Budget and Budget Justification	
<input type="checkbox"/> Parent Research Grant <i>Note: Applicants that are the principal investigator on a AASM Foundation parent research grant only need to submit their AASM Foundation grant number and not the entire grant.</i>	

QUESTIONS

Frequently asked questions for our grant programs can be found [here](#).

Eligibility questions may need to be reviewed by a member of the AASM Foundation Executive Committee, so please allow for at least a 1-week response time for eligibility questions. For all other inquiries, please allow a minimum of two business days for a response. Please note that questions received within 48 hours of an application deadline may not be answered before the deadline.