



ASSOCIATION OF  
**WOMEN  
SURGEONS**

The Association of Women Surgeons  
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# 2020 Call for Fellowship Grant Applications

Presented by the Association of Women Surgeons  
Award made possible through the generous grant of

# ETHICON

PART OF THE *Johnson & Johnson* FAMILY OF COMPANIES

This \$30,000 grant, with no topic restrictions, will be awarded to one qualified and approved applicant.

Past AWS Fellowship grants have supported women surgeons by funding original research in topics including cancer causes and treatments, surgical education, surgical outcomes, bariatric surgery and biology, and MIS.

Please review the application instructions below. Only complete applications that have met the requirements will be considered. All documentation must be submitted prior to the deadline date. Reminders for incomplete applications will not be sent.

**Grant Submissions are due June 15, 2019.**

Please direct any questions to AWS Headquarters: Margaret Bengtson  
[mbengtson@thesentergroup.com](mailto:mbengtson@thesentergroup.com) or 312.265.3735.

# **APPLICATION AND INSTRUCTIONS FOR FELLOWSHIP GRANT**

*Note: This information is also available on the AWS website at [www.WomenSurgeons.org](http://www.WomenSurgeons.org)*

## **PURPOSE & GUIDELINES**

The AWS Fellowship grant is open to any principal investigator who is an AWS member in good standing. Those who are eligible are members in fellowship, junior faculty starting their careers in research, or senior faculty who may be changing the focus of their research. It is preferred that fellows or junior faculty serve as PI while senior faculty serves as mentors or co-investigators. The grant is conferred on a competitive basis by submission of a grant application that is reviewed and evaluated by the AWS Grants & Fellowship Committee and approved by the AWS Council. Current AWS Council or AWS Foundation Board Members are ineligible to apply. Previous AWS/AWSF fellowship and grant award recipients are ineligible.

## **GRANT AVAILABILITY**

The AWS Fellowship grant is made possible through the generous support of Ethicon, Inc. The grant is limited to \$30,000 for a period of one-year and is made to the principal investigator. Studies may be clinical (human), translational (bench to bedside), pre-clinical (animal/bench), or educational. The grant will only be awarded to projects based in the United States. One application per member will be accepted. Previous AWS/AWSF fellowship and grant recipients are ineligible for this funding.

## **GRANT GUIDELINES**

The AWS Fellowship grant is awarded to the institution and not to the individual. It is assumed that some of the resources required to conduct the project are available through the investigator's institution. The research grant provides supplemental support for personnel (not including the salary of the principal investigator), equipment or services required to complete the research. The award can be used for direct costs only; indirect costs are not covered. The award proposal should include the costs associated with traveling to and from the AWS Annual Conference in October 2020 to present the research findings. It is expected that at least 10% of the Principal Investigator's time should be available for this research. Scanned copies of all necessary institutional approvals ((IRB) for clinical or education studies and Recombinant DNA Committee (RDC) and Animal Care and Use Committee (ACUC) for basic science/animal studies) are required before any funds are released.

Approval **MUST** be requested from AWS in advance of proposed changes from the original submission with regard to the study protocol, personnel or institution.

Grants are based on the scientific merit of the project as well as the investigator's capability and the likelihood of completing the project successfully. Considerations include the investigator's experience, background, availability of scientific material and other resources.

The recipient of the grant will be notified October 1, 2019 and the grant will be awarded no sooner than November 1, 2019. A mandatory project status report is due April 15, 2020. An abstract that summarizes the project and a financial report detailing how the grant money was spent must be submitted to the AWS office by September 1, 2020 along with a copy of your 10-minute presentation (paper or electronic) that will occur during the AWS Annual Conference, held in conjunction with the October 2020 American College of Surgeons Clinical Congress. Any publication arising from research supported by this grant must acknowledge the Association of Women Surgeons and Ethicon, Inc., as the funding source.

## SCHEDULE:

- Grant submissions are due June 15, 2019.
- The grant recipient and all other candidates will be notified by October 1, 2019.
- The grant of \$30,000 will be dispersed and sent to the recipient no sooner than November 1, 2019.
- A project status report is due April 15, 2020.
- The final report is due to AWS on September 1, 2020.
- Distribution of funds should be completed by December 31, 2020. A financial report prepared by the hospital or institutional research administrator should be submitted by December 31, 2020. If there are any remaining unspent funds, a written request to AWS for an extension may be submitted or return the funds to AWS by January 31, 2021. Requests for an extension will be evaluated on a case by case basis.
- AWS must be notified immediately of any planned relocation to another institution by the recipient
- A formal 10-minute presentation by the primary recipient is required during the AWS Annual Conference, held during the ACS meeting in October 2020.

## APPLICATION:

- **All grant applications must be submitted electronically as one PDF document.**
- **The electronic file should be named as follows: [last name] [first name] 2020 Grant Application**  
**Example: Smith Barbara 2020 Grant Application.pdf**
- **There are nine sections to the application. Below are detailed instructions.**
- **By submitting an application, you are agreeing to adhere to the schedule described above.**

1. **Abstract:** *(Should not exceed 250 words.)*

2. **Project Plan:** *(Do not exceed 5 pages, single-spaced using font size 12 and 1- inch margins, does NOT include references)*

For Clinical or Pre-Clinical Research Projects, include specific aims, background and significance, preliminary studies, project design and methods, limitations and alternatives and references.

For Educational Projects, include educational goals and objectives including statement of innovation, background and significance, preliminary studies, project design and methods, evaluation plan and references.

3. **Strategy planned for expanding this project to a larger effort:** *(Should not exceed 250 words.)*

4. **Information about project mentors:** *(If applicable, do not exceed 250 words.)* Include extent of contact and support, extent to which current work is independent of mentor, ways in which the project will facilitate independence in future research grants, and expectation of mentor's ongoing support and supervision with this and other projects.

5. **Detailed Budget.** *(Form provided.)* Include the estimated costs associated with your traveling to and from the AWS Annual Meeting in October 2020 to present the research finding.

6. **Budget Justification:** *(Do not exceed 250 words.)* Provide brief budget justifications for personnel, equipment, supplies, and other program expenses.

7. **Other Support for this Grant:** List all sources of other major support, current and pending, for research and/or project development activities for the Principal Investigator and Co-Principal Investigator. Provide name of funding source (federal, non-profit, commercial and/or other), title of project, role of applicant, percent time devoted to each project, inclusive dates of funding, and annual award total.

8. **Is there overlap with other projects for which you are being funded?** *(Do not exceed 100 words.)* If so, please explain.

9. **Biographical Sketches for Principal Investigator, Co-investigators and Mentor (if appropriate).** We prefer the [NIH Biosketch format](#), the non-fellowship format.

10. **Letters: 1. Support and Approval:** Attach scanned letters of support from Department Chair or Division Chief and Mentor (if appropriate) within the same electronic document. At least one of these letters should contain a statement of institutional support. **2.** Attach letters of IRB approval for human or animal subjects and other approvals for recombinant DNA work.



## 2020 AWS Grant Application

*Please follow the instructions, answering all the questions and providing the information requested.*

<b>Descriptive Title of Project</b>	
<b>Principal Investigator Name</b>	
<b>Academic Title</b>	
<b>Primary Institutional Affiliation</b>	
<b>Email Address</b>	
<b>Phone Number</b>	
<b>Co-Investigator Name (if any)</b>	
<b>Academic Title</b>	
<b>Primary Institutional Affiliation</b>	
<b>Email Address</b>	
<b>Phone Number</b>	
<b>Co-Investigator Name (if any)</b>	
<b>Academic Title</b>	
<b>Primary Institutional Affiliation</b>	
<b>Email Address</b>	
<b>Phone Number</b>	
<b>(Additional Co-Investigators as needed)</b>	
<b>Mentor Name (if applicable)</b>	
<b>Address</b>	
<b>Email Address</b>	
<b>Phone Number</b>	

<b>Signing Official Name for the Institution</b>	
<b>Institution</b>	
<b>Address</b>	
<b>Email Address</b>	
<b>Phone Number</b>	
<b>IRB Approvals (Date and Approval Numbers)</b>	
<ul style="list-style-type: none"> <li>• Human Subjects</li> </ul>	
<ul style="list-style-type: none"> <li>• Animal Subjects</li> </ul>	
<b>Scanned letters of approval from the IRB should be added to the end of the application.</b>	

1. **Abstract:** *(Do not exceed 250 words)*
2. **Project Plan:** *(Do not exceed 5 pages, single-spaced using font size 12 and 1-inch margins; does NOT include references)*

**Please Include:**

**For Research Projects**

- Specific Aims
- Background and Significance
- Preliminary Studies
- Project Design and Methods *(Include proposed statistical tests and power calculations)*
- Limitations and Alternatives
- References

**OR**

**For Educational Projects**

- Educational Goals and Objectives including statement of Innovation
- Background and Significance
- Preliminary Studies
- Project Design and Methods *(Include proposed statistical tests and power calculations)*
- Evaluation Plan *(Include methods of analysis for determination of project success)*
- References

3. **Strategy planned for expanding this project to a larger effort:** *(Do not exceed 250 words)*
4. **Explain the research environment and specify where the research will be done.** *(Do not exceed 200 words)*
5. **Information about project mentors:** *(Do not exceed 250 words)*  
Please include extent of contact and support, extent to which current work is independent of mentor, ways in which the project will facilitate independence in future research grants, and expectation of mentor's ongoing support and supervision with this and other projects.

**6. Detailed Budget**

Expense	Amounts	Sub Totals
<b>Personnel (include salary and fringe)</b>		
<i>Investigators</i> % <i>Effort</i>		
<i>Other Program Personnel by Role</i> % <i>Effort</i>		
<b><i>Personnel Subtotal</i></b>		
<b>Equipment</b>		
<b><i>Equipment Subtotal</i></b>		
<b>Supplies</b>		
<b><i>Supplies Subtotal</i></b>		
<b>Travel and Accommodations (To attend the AWS October Meeting to give your report. Not to exceed \$1500)</b>		
<b><i>Travel Subtotal</i></b>		
<b>Other Program Expenses (Indirect costs are not allowable)</b>		
<b><i>Other Expenses Subtotal</i></b>		
<b>Total Costs (not to exceed \$30,000)</b>		

**7. Budget Justification:** *(Do not exceed 250 words)*

Provide brief budget justifications for personnel, equipment, supplies, and other program expenses.

**8. Other Support:**

Please list all sources of other major support (current and pending) for research and/or project development activities for the Principal Investigator and Co-Principal Investigator. Provide name of funding source (federal, non-profit, commercial and/or other), title of project, role of applicant, percent time devoted to each project, inclusive dates of funding, and annual award total. Explain any overlap.

## 9. Biographical Sketches for Principal Investigator and Co-Investigators

<u>BIOGRAPHICAL SKETCH</u>				
<ul style="list-style-type: none"> <li>Provide the following information for the senior/key personnel and other significant contributors in the order listed on Form Page 2.</li> <li>Follow this format for each person.</li> </ul>				
NAME				
eRA COMMONS USER NAME (credential, e.g., agency login) <b>OPTIONAL</b>				
POSITION TITLE				
EDUCATION/TRAINING <i>(Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable.)</i>				
INSTITUTION AND LOCATION	DEGREE <i>(if applicable)</i>	Start Date MM/YY	Completion Date MM/YY	FIELD OF STUDY

**NOTES: We have chosen the same Biographical Sketch format used by NIH for consistency; follow the formats and instructions below. For details, please visit [NIH Biosketch format](#), use the non-fellow format.**

### A. Personal Statement

Briefly describe why your experience and qualifications make you particularly well-suited for your role (e.g., PD/PI, mentor, participating faculty) in the project that is the subject of the application.

### B. Positions and Honors

List previous positions, concluding with the present position, in chronological order. List any honors. Include present membership on any Federal Government public advisory committee.

### C. Contributions to Science

### D. Additional Information

Research Support and/or Scholastic Performance

## 10. Letters

**A. From Department Chair or Division Chief and Mentor *(if appropriate)***

**B. IRB approval letters**

Attach scanned letters of support here.

## 11. Application Submission: Please follow these directions when submitting your application.

- Submit completed applications to [mbengtson@thesentergroup.com](mailto:mbengtson@thesentergroup.com)
- The electronic file should be submitted as follows: **[last name] [first name] 2020GrantApplication**
- When submitting your application, please **delete pages 1 – 4**. Only include the Application Form starting on page 5 along with appropriate attachments.
- Only complete applications that have met the requirements will be considered. All documentation must be submitted prior to the deadline date. Reminders for incomplete applications will not be sent.

**Grant Submissions are due June 15, 2019.**