



#### IMPORTANT DATES

**Letter of Intent Deadline: 11:59pm EST, December 17, 2021**

**Full Application Deadline: 11:59pm EST, January 18, 2022**

#### A. PURPOSE

The purpose of the Herbert Silverstein Otolaryngology/Neurotology Research Award, which is jointly sponsored by the American Academy of Otolaryngology-Head and Neck Surgery Foundation (AAO-HNSF) and the American Neurotology Society (ANS), is to support a clinical or translational research project focused on diseases, disorders, or conditions of the peripheral or central auditory and/or vestibular system among new full-time academic surgeons. The award is intended as a preliminary step in clinical investigator career development and is expected to facilitate the recipient's preparation of a more comprehensive individualized research plan suitable for submission to the National Institutes of Health or comparable funding agency.

#### B. ELIGIBILITY

Applicants must be members of AAO-HNS and ANS in good standing at the time of the application and award. This includes ANS Trainee Members, both Residents (meeting criterion below) and Neurotology Fellows. Only physicians in the United States or Canada with demonstrated potential for excellence in research and teaching and serious commitment to an academic research career in otology or neurotology will be considered. Priority will be given to fellows or junior faculty, who have completed residencies or fellowships within four years of the application receipt date, although otolaryngology-head and neck surgery residents are eligible. All candidates must be sponsored by the Chair of his/her Division or Department and by an official representative of the institution which would administer the award and in whose name the application is formally submitted. Former ANS, AOS, or AAO-HNSF research grant recipients are eligible to compete for the Silverstein Award. Individuals who have already competed successfully for independent research grant support from a private or federal funding agency are ineligible for this award.

#### C. CONDITIONS

Research supported by this award should be specifically directed toward the pathophysiology, diagnosis, prevention, or treatment of auditory and/or vestibular disease, and must be either clinical/translational or basic with a clear and demonstrable clinical relevance. While not specifically required, proposals which are focused on otosclerosis or Meniere's disease, and/or which aim to introduce new knowledge and methodology from other disciplines to research in otology or neurotology, or which demonstrate collaborative effort with members of other related disciplines are encouraged. Projects must be designed so as to yield useful information within the period of award, but priority will be given to projects that are also innovative with promise to develop into new long-range or expanded research programs capable of attracting funding from other sources.

Applications must be accompanied by a letter of support from the applicant's Department Chair verifying that the applicant will be permitted to devote an appropriate amount of time to the conduct and timely completion of the proposed research project. Applicants must obtain letters of support/understanding from all key personnel on the project.

#### D. TERMS

**Amount:** \$25,000 maximum total (\$12,500 per year; direct and indirect) costs

**Period:** 24 months, non-renewable

**Use of Funds:** Award funds may be used for any legitimate costs associated with the purpose of the award, other than salary support for the Principal Investigator and clerical support. A detailed budget and budget justification constitute part of the application and will be evaluated as an important factor in the review process. If university policy stipulates that a portion of this very modest award must go toward institutional indirect costs, no more than ten percent (10%) of the



direct costs may be applied for indirect costs. Indirect costs refer to expenses associated with facilities and administration costs. Examples of indirect costs include, but are not limited to utility expenses, communication costs, accounting and legal expenses, and shared monies across institutions. Please refer to the [NIH website](#) for specific information on grant budgets.

Allowable expenses include consultant fees (e.g., statistician, methodologist); salary support for research assistants or other supporting personnel; computer software or hardware; computer database access fees; and expenses related to presentation or publication of results. Equipment and supplies purchased with this award become the property of the recipient institution.

**Funding Disclosures:** AAO-HNSF and ANS will withhold up to ten percent (10%) of the grant until such time that the research project is completed and all requirements have been met, as outlined in section K; Reporting Requirements. This condition must be acknowledged when signing and submitting the terms and conditions contract to release the initial funds.

**Notification:** Letters of notification will be sent in June of the award year. Please do not call the AAO-HNSF office prior to that time to inquire about results.

**Starting Date:** The award may be activated as early as July 1 of the year of award, but no later than January 1 of the following year.

#### E. FORMAT

Applications are in a similar format to the National Institutes of Health. All applications must be completed and submitted online through ProposalCENTRAL at <https://proposalcentral.altum.com>. Visit <http://www.entnet.org/CORE> for information on the application process.

#### F. SIGNATURES

The original copy of an application must be signed by the person legally authorized to represent the institution in any contractual relationship that might result. This is typically someone in the administration whom the applicant does not know personally. All signatures must be original or verified electronic signatures. AAO-HNSF grants are awarded to the institution with which the Principal Investigator is affiliated, not to the investigator or his/her division or department. For this reason, it is very important that applicants comply with their institutions' policies with regard to pre-submission processing of grant applications. Applicants are advised to consult their institutions' offices of research administration or sponsored projects for information on processing requirements for an application prior to its submission.

#### G. APPROVALS

CORE grants are awarded to the institution with which the Principal Investigator is affiliated, unless the individual is an independent practitioner unaffiliated with an institution. For this reason, it is very important that applicants comply with their institutions' policies with regard to pre-submission processing of grant applications. If the proposed research involved human subjects, the project must be reviewed and approved by an institutional review board (IRB). The approval must be submitted with the application. Independent practitioners involving human subjects must also submit evidence of a review by an institutional or non-institutional review board with the application. If IRB approval is unavoidably delayed certification of approval signed by an official of the application institution within 30 days after the application deadline. Grant applications that are not IRB-approved will not be reviewed or considered further in that grant cycle. Any changes in the proposed work required by an IRB to secure approval must be submitted to the AAO-HNSF with the follow-up certification, prior to review or after the work is in progress.

#### H. LETTER OF INTENT

All applicants must submit a Letter of Intent (LOI) online no later than 11:59pm Eastern Standard Time December 17, 2021. The LOI includes the title of the project, the principal investigator, and an abstract



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2022 FUNDING OPPORTUNITY ANNOUNCEMENT



of the work. See the proposalCENTRAL website (<https://proposalcentral.altum.com>) to begin the LOI process.

#### I. RECEIPT DATE

The CORE grants program is paperless; all required documentation must be submitted online at <https://proposalcentral.altum.com>.

**ALL materials must be submitted online by 11:59pm EST, January 18, 2022.  
Extensions are not granted.**

#### J. FOLLOW-UP

In carrying out its stewardship of research programs, the ANS or AAO-HNSF may request information essential to an assessment of the effectiveness of this program. Accordingly, the recipient is hereby notified that s/he may be contacted after the completion of the award for periodic updates on various aspects of employment history, publications, support from research grants or contracts, honors and awards, professional activities, and other information helpful in evaluating the impact of the program.

#### K. REPORTING REQUIREMENTS

Recipients of the ANS/AAO-HNSF Herbert Silverstein Otolaryngology/Neurotology Award are **required** submit an interim progress report *every six months* for the entire duration of the project until completion, a final progress report thirty (30) days after the close of the project period, and a financial status report within ninety (90) days after the close of the grant period.

While no verbal presentations or publications are required to result from this award, any which do shall acknowledge the contribution of this source of funding. Recipients of the award may be invited to present the results of their work at meetings of the ANS and/or AAO-HNSF. The recipient is encouraged to use the results of the research program as pilot data for the development of an application for a Clinical Investigator Award from National Institutes of Health.

#### CONTACT

If you have questions regarding this funding opportunity announcement, please contact [COREGrants@entnet.org](mailto:COREGrants@entnet.org).