



About the Indoor Air Research Award

The American Lung Association Research Institute Awards and Grants Program is building on over 120 years of success by investing in the brightest, pioneering minds to drive innovation, discover the unknown, and improve the lives of those living with and at risk of lung disease. The Indoor Air Research Award was created to address the critical need for advancing scientific understanding of the health impacts associated with indoor air quality and to find solutions for them. The grant aims to stimulate innovative research, discoveries, and interventions that can ultimately guide policies and practices to improve indoor air quality.

About the Funding Opportunity

The American Lung Association with its longstanding commitment to lung health and disease prevention, seeks to support researchers and scientists to generate knowledge that can inform public policies and interventions, and promote healthier indoor environments.

This award is not intended to support political events, lobbying efforts, or legislative meetings.

This application welcomes individuals at any stage of their research, including early-career individuals receiving mentorship, as well as independent, self-directed researchers.

The grant funding will be \$100,000 per year for Independent Researchers and \$50,000 per year for Mentored Researchers. Both awards will be offered for up to three years. Applicants seeking either the mentored award or the independent award follow the same application process.

Grants are subject to annual review; awarding the second and third years of support will be based on demonstrating satisfactory progress, as well as the availability of funds from the Lung Association. The review committee will give careful consideration of the requested budget, requiring a comprehensive explanation and justification for salary and all other items.

Grant funds may also be used for the salary and fringe benefit costs of personnel other than the Applicant.

Key Dates

August 7, 2024	Letter of Intent (LOI) accepted through ProposalCentral
September 18, 2024	Deadline to submit LOI is September 18, 2024 (11:59PM, ET)
October 28, 2024	LOI Notifications
December 6, 2024	By Invitation Only- Deadline is December 6, 2024 (11:59 PM ET)
January- April	Peer Review Period
June 2025	Outcome Notifications sent to all applicants
July 1, 2025	Research Term Begins



Important Notes

Applicants are limited to submitting only one American Lung Association Awards and Grants application per annual cycle. Recipients of the mentored award are not eligible to reapply for another Lung Association mentored award but may apply for an independent researcher award in subsequent cycles. This restriction ensures diversity in grant recipients and encourages awardees to progress to independent research endeavors.

Letter of Intent (LOI)

A letter of intent is required for the Indoor Air Research Award. Interested applicants must submit an LOI to the American Lung Association through ProposalCentral by September 18, 2024.

Requirements for the Letter of Intent Submission:

1. A 1-page Letter of Intent including brief descriptions on the:
 - a) Rationale and Significance of the research project
 - b) Specific Aims and Hypotheses (may be modified in the full application)
 - c) Overall experimental approach
2. Applicant Biographical sketch
3. Proposed Budget

Education and Experience Eligibility

Independent Researcher Applicant:

At the time of application, prospective applicants must possess a doctoral degree and hold a full-time faculty position at an academic institution (or its equivalent in research institutions not formally affiliated with a university). Applicants must show evidence of research productivity and be an independent investigator in a field relevant to this grant opportunity.

Applicants must be independent, established researchers for whom their institution must provide space and other resources customary for independent investigators. The application must convey the commitment of the institution to the applicant and the proposed research activities for the duration of the grant.

Grant funds may be used for the salary and fringe benefit costs of the Applicant and personnel other than the Applicant. Additional permitted expenditures can include purchase of data sets or equipment.



Education and Experience Eligibility

Mentored Researcher

At the time of application, the applicant must hold a relevant doctoral degree (PhD, DSc, MD, DO, etc.) and be affiliated with a recognized academic or other not-for-profit institution.

This award is intended to support investigators prior to receipt of career-development awards, like NIH K08, K23, K99 or similar. Postdoctoral Fellows (PhD) and Medical Fellows who are seeking to complete at least two years of mentored research training are also eligible.

MD or DO applicants must have completed two years of research training after receiving their terminal degree prior to the start of the award.

Medical residents, those presently enrolled in a degree program (e.g., graduate students), and established investigators are not eligible to apply.

Factors that are considered indicative of an established investigator include, but are not limited to, academic rank of professor or associate professor, awards of established investigators (NIH R01, Veterans Administration Merit Review awards), or a national reputation as an investigator in their field.

Grant funds may be used for the salary and fringe benefit costs of the Applicant and personnel other than the Applicant. Additional permitted expenditures can include purchase of data sets or equipment.

Areas of Interest

The grant can generate preliminary data for future clinical trials and should also provide insights into the health impacts of indoor air. Research should be relevant for impacting or informing public policy.

Investigational areas of particular interest are outlined below:

- Investigate the association between indoor air pollution and health outcomes, including susceptible and underserved populations.
- Investigate the feasibility and impact of interventions on indoor air quality, with a focus on improving health for those with or at risk of lung disease.
- Identify barriers to improving indoor air quality in key environments, including homes, schools, or offices.



- Explore factors such as human behavior, knowledge levels, and economic considerations critical to efforts to enhance indoor air quality.
- Involve cost-effective approaches that contribute to the advancement of monitoring and control technology for indoor air quality.

The above mentioned are points of reference regarding the type of research of interest to the Lung Association, other areas will be considered, including research evaluating subclinical and clinical impacts of indoor air pollution on respiratory health.

The Lung Association will prioritize funding research that offers immediately practical and applicable insights over research that has less immediate translation, such as sophisticated characterizations of indoor air pollution. We will support research initiatives that contribute to understanding how to impact change on the community level.

When formulating applications, applicants can consider developing proposals for innovative monitoring solutions and improved air cleaning technology. This can include partnering with industry, government agencies, and external collaborators to offset equipment and infrastructure costs.

Eligibility Requirements

Visa Status/Citizenship

At the time of application, candidates must be United States citizens or foreign nationals holding one of the following visa immigration statuses: permanent resident (**Green Card**), exchange visitor (**J-1**), student visa (F-1) for mentored applicants, temporary worker in a specialty occupation (**H-1B**), Canadian or Mexican citizen engaging in professional activities (**TN**), Australians in Specialty Occupation (**E-3**) or temporary worker with extraordinary abilities in the sciences (**O-1**). At the time of application and throughout the award, an applicant must be employed by a U.S. institution.

Peer Review

Applications determined by administrative review to be eligible for funding will go through a rigorous external peer review process. Factors considered when reviewing applications include:

- Merit, feasibility, and rigor of the proposed work
- Relevance of the work to the mission of the American Lung Association
- Likelihood that the project will produce information that results in updates to current or development of new policy
- Potential impact and plans for knowledge translation and dissemination



- Applicant qualifications and background
- Applicant research environment
- Research environment and mentorship plan (if applicable)
- Likelihood that the applicant will engage in an ongoing career in lung health research or related areas
- Department Chair (or equivalent) letter clearly assuring faculty or professional appointment and demonstrating institutional commitment by the start of the award (if applicable)
- Mentored applicants will be required to submit a letter of support from their mentor and two additional letters of support.

Application Guide

The American Lung Association uses the e-grantmaking website, ProposalCentral, to process all awards and grants applications. Please access this website at <https://ProposalCentral.altum.com>

For questions about the electronic application process, e-mail: pcsupport@altum.com

PROPOSAL SECTIONS

Section I-Title Page

To begin your application, enter a title for your project.

The project start and end dates are automatically entered for you as we do not allow flexible start dates. The American Lung Association award period is July 1, 2025 to June 30, 2028.

If you are resubmitting the same or similar proposal previously reviewed by the American Lung Association complete the information requested. (You will be asked to select the appropriate application from a list of prior submissions, submitted through ProposalCentral to the American Lung Association).

Resubmissions: A resubmission is considered an application previously reviewed and not funded in prior application cycles. An applicant who is unsuccessful in a competition may resubmit the same or similar only one additional time.

Section II- Download Templates & Instructions

Section III- Enable Other Users to Access this Proposal

This section allows you to give other users access to your grant application. When you give a



person access to your grant application, you can give them one of three levels of permissions: View (cannot change any details), Edit (can view and change information in the grant application, but cannot submit or view the access permission page), or Administrator (can view, edit, and submit the application, as well as give access rights to others).

Section IV- Applicant Contact Information

The person who creates the application is the default Applicant. Contact information from this person's Professional Profile, including primary institution affiliation, is automatically loaded to this section of the application. As all American Lung Association correspondence occurs with the Applicant, please provide the correct contact information for the applicant. The Sponsored Research Program Office is NOT acceptable.

To change the Applicant and the institution affiliation, choose from the list of available names and institutions. For privacy reasons, the list contains only the following: the name and institution of the person who created the application and the names of individuals included in the Access Permissions section of their Professional Profile (such as administrators at the institution). If, after changing the Applicant you need to update the contact information that appears below it, you can click 'EDIT PROFESSIONAL PROFILE' to go directly to your Professional Profile. You can exit this screen and select the 'PROFESSIONAL PROFILE' tab from the ProposalCentral management window, and changes will be automatically uploaded to the Applicant screen.

Complete all the required fields that are marked with a red asterisk. If the required fields are incomplete or incorrect, changes must be made in the Applicant's Professional Profile. You can go directly to the selected Applicant's Professional Profile by clicking the button 'EDIT ACCOUNT INFORMATION.' Alternatively, you may exit the Applicant's section and use the Professional Profile tab in your ProposalCentral management window which is usually located in a different ProposalCentral browser window than the application. **The percent of Applicant's total effort currently devoted to each of the listed activities must be indicated before going on to the next section.**

Section V- Citizenship and Optional Demographics

The American Lung Association is committed to diversity, equity, and inclusion as core values.

As part of that commitment, we aim to assess whether the Association is providing grant opportunities to lung researchers and providers of all backgrounds, track the effectiveness of our application recruitment efforts, and ensure we consider the needs of all applicants. To assist in these efforts, we invite you to provide certain demographic information. You have the option of selecting "prefer not to disclose" in response to the questions. However, the demographic information is critical to helping us measure the representation in our applicant pool based on promotional and advertising of the opportunity. The information you provide will be kept



confidential. Aggregate data will only be used to identify gaps and opportunities for engaging a diverse group of applicants in the future. No identifying demographic data will be shared with reviewers or Association staff.

Required Citizenship

At the time of application, candidates must be United States citizens or foreign nationals holding one of the following visa immigration statuses: permanent resident (**Green Card**), exchange visitor (**J-1**), student visa (**F-1**) for mentored applicants, temporary worker in a specialty occupation (**H-1B**), Canadian or Mexican citizen engaging in professional activities (**TN**), Australians in Specialty Occupation (**E-3**) or temporary worker with extraordinary abilities in the sciences (**O-1**). At the time of application and throughout the award, an applicant must be employed by a U.S. institution.

Section VI- Institution and Contacts

The institution of the Applicant will be as selected as the default Institution and will have primary contractual responsibility for the grant if awarded. Institution information is pre-loaded to this section of the application. NOTE: If the required fields marked by a red asterisk are incomplete or incorrect, changes must be made in the Institution Profile. To change the Institution, choose from the list of institutions and press the button 'CHANGE INSTITUTION'. Initially, the list contains only the following: the current institution, the institutions that you listed in your Professional Profile, and any other institutions that include your UserID in their Access list. Use the 'SEARCH' option to search the other institution profiles available in ProposalCentral. Results of the Search will be added to the list of institutions. To change the Institution, choose from the new list of institutions and press the button 'Change Institution'. If, after changing the Institution you need to update the contact information that appears below it, contact the Grants and Contracts office of your institution to update the Institution Profile or call Customer Service at ProposalCentral at 1-800-875-2562 or email pcsupport@altum.com for assistance.

Next, choose the appropriate institutional officials for the specific grant mechanism you are submitting;(*) indicates a required contact. There are two ways to enter contact information for the requested contact - you can select from the list of Institutional Officials from the Institution Profile of the Institution selected at the top of this page OR enter an email for the appropriate contact and complete and save the form. When you have selected the appropriate institution officials, click the red 'ADD' button. The contact information is loaded into your proposal and the contact will be shown in the table below. Be advised that the contact form may be pre-filled with some information if the email you entered is already associated with a ProposalCentral user.

Section VII- Key Personnel

The applicant is responsible for listing all personnel who will have a significant role with the research project (i.e., will have impact on project content, data collection, data interpretation).



For Mentored Applicants: Mentors must be listed as Key Personnel. For both Mentored and Independent Researchers (non-Mentored): DO NOT list the applicant in this section.

Section VIII- Letters of Recommendation Required for Mentored Applicants

All applicants who are applying with a mentor must provide three letters of recommendation, one of the three letters must be written by the applicant's mentor and labeled as such.

Mentor's letter must:

- Provide brief description of applicant's prior training and research experience
- Specific career development activities and coursework planned
- Outline how mentoring will be delivered and the role the mentor(s) will play in the applicant's development
- Discuss how the applicant's career development will be monitored (such as specific milestones, etc.)
- Provide your mentoring experience/history

Letters of Recommendation are important and should address the candidate's competence and potential to become an independent investigator. Two of the three recommendation letters should be from individuals not directly involved in the research study, but who are familiar with the applicant qualifications, training, and interests. (Please note that the Letter of Recommendation authors are identified as referees in Proposal Central.)

Steps for the Applicant to Contact the Referee for mentored applicants:

- Enter the email address of the referee in the text box provided and click '+' to add.
- A small window will open; enter the Last Name and First Name of the referee. If the referee is already registered in ProposalCentral, the name will automatically display in the window.
- Click the red 'SEND EMAIL' button and 'CLOSE WINDOW.' An email will be sent to the referee from ProposalCentral requesting a Letter of Recommendation. The email will include instructions and a link for the referee to upload the completed Letter of

Recommendation, directly to your grant application.

You will see that once the email has been sent, referee information will be displayed in the accompanying table. You can refer to this table to check on the status of the letters that have been uploaded to your application. When each of the letters is uploaded, the status will display as 'SUBMITTED.' You may want to check periodically on the status of the referee letters. Letters of Recommendation are to be completed and signed on institutional letterhead and 'UPLOADED' to the applicant's application in ProposalCentral by the Referee. Electronic signature is permitted.



After the applicant submits the application, letters of recommendation cannot be changed. The referee will not have access to any portion of your grant application in the upload process.

Please note: Recommendation letters are separate from the Department Head Statement required as part of the Research Plan. **A mentored application must have a total of four letters (three recommendations and one Department head statement).**

Section IX-Application Questions

Significance to the American Lung Association Mission

Describe how your proposed research project will help support the American Lung Association's mission "To Save Lives by Improving Lung Health and Preventing Lung Disease."

If your application is a resubmission, explain how this application differs from past submissions. Indicate how you incorporated previously received critiques into your research plan.

Section X- Project Summary

General Audience Summary

Provide a succinct and accurate description of the research project in non-scientific terms that could be clearly understood by a general audience. Do not include any proprietary or use confidential information, as it may be used for promotional purposes.

Technical Audience Summary

Provide an abstract of the research project in technical terms that would be appropriate for experts in the field. Do not include any proprietary or confidential information.

Scientific and Research Categories

Select the most appropriate category(s) for your proposed project in order of relevance. Select choices carefully as they will partially be used to facilitate selection of scientific peer reviewers.

Section XI- Resources

Facilities: Specify the facilities and how they will be used for the conduct of the proposed research.

Section XII- Budget Period Details

Please enter a detailed budget for your project. The second and third years of funding are contingent on the successful completion of first year reporting. Indirect Costs are not allowed for any American Lung Association Award.



Section XIII - Budget Summary and Justification

Submit a budget and justification for your research project. Awards are only given in one-year increments but all awardees will be given the opportunity to renew their project for a second and third year of funding. Funding is contingent on individual progress during the award year and the availability of funds. Applicants must request an amount appropriate for the specific award.

Budget may consist of equipment, supplies and salaries including PI and fringe benefits.

Equipment: Itemize equipment with costs. Permanent equipment is defined as an item whose primary function is related to the research project, and ordinarily has a usable life expectancy of one year or greater.

Supplies: Itemize supplies with costs.

Personnel: For awards there is an institutional salary limitation of \$212,000. Please note: Salary support for intramural NIH funded scientist is not permitted. Fringe benefits may be requested provided such are treated consistently by the applicant's organization as a direct cost.

Discretionary Funds: No more than \$2,500 per annum may be used for travel or publication costs directly related to the American Lung Association- funded project and within the scope of the award terms and conditions.

Other Project Support Expenses: No award shall be used for the purchase of furniture, computers, the construction or renovation of facilities, payment of honoraria, membership dues or tuition, purchase of textbooks or periodicals or payment for secretarial support.

Total Costs may not exceed allowable award amounts. Correct arithmetic is the applicant's responsibility.

Resources: Describe the institutional resources available for the project.

Facilities: Specify the facilities to be used for the conduct of the proposed research. Indicate the performance sites and describe capacities, pertinent capabilities, relative proximity, and extent of availability to the project. Under "Other," identify support services such as machine shop, electronics shop and specify the extent to which they will be available to the project. Use continuation pages if necessary.

Equipment: List the most important equipment items already available for this project, noting the location and pertinent capabilities of each.



Section XIV- Other Support

List any and all active and pending support for each key personnel. No page limit applies to the Other Support information.

Other Support includes all financial resources, whether Federal, non-Federal, commercial or institutional, available in direct support of an individual's research endeavors, including but not limited to research grants, cooperative agreements, contracts, and/or institutional awards. Please specify who the Primary Investigator is for all other support listed. Prizes or gifts do not need to be included.

The American Lung Association will not award funds to duplicate any work that is being supported by other funding agencies. Budgetary overlap is not permitted; however, scientific overlap will be evaluated on an individual basis. In cases of significant scientific overlap, a successful applicant will have the option to choose between the American Lung Association award and that of the other organization or agency. Applicants who receive mentored awards are not allowed to have scientific overlap between their grants and any grants of other PIs that provide salary support to the applicant.

Section XV- Assurances

All research funded by the American Lung Association must comply with federal requirements regarding the use of human subjects, animals, or biohazards in research. It is recommended that applicants submit projects to the appropriate Review Board at the time of application or before.

Human Subjects and Stem Cells

Applicants/ awardees conducting research on human subjects and/or human stem cells must comply with the provisions of the United States Department of Health and Human Services 45 C.F.R. pt. 46 to the same extent as each would were the research funded by the National Institutes of Health.

Indicate whether the proposed project involves Human Subjects. If so, add the institutional OHRP Assurance Number as well as the individual proposal IRB status - "approved", "exempt" or "pending". If approved or exempt, please provide the corresponding date of approval or exemption.

Animal Use

The American Lung Association allows animal use in biomedical research only when no other means of obtaining scientifically sound, valid, and useful results are available. Applicants/ awardees must comply with the Public Health Service Policy on Human Care and Use of Laboratory Animals and the National Research Council Guide for the Care and Use of Laboratory Animals to the same extent as each would were the research funded by the National Institutes of Health.



Indicate whether the proposed project involves vertebrate animals. If so, add the institutional Animal Welfare Assurance Number as well as the Institutional Animal Care and Use of Committee (IACUC) status - "approved", "exempt" or "pending". If approved or exempt, please provide the corresponding date of approval or exemption. Also, indicate whether the institution has been accredited by the Association for Assessment and Accreditation of Laboratory Animal Care (AAALAC). Applicants from institutions that do not have an IACUC or accreditation from the AAALAC are not eligible to apply.

Biohazards

Biohazards are broadly defined to be recombinant and/or infectious and tumor materials that may be deleterious to normal organisms upon controlled exposure.

Indicate on the electronic application the Institutional Biosafety Committee (IBC) status. If approved, please provide the corresponding date of approval on the electronic application. If "exempt" from IBC approval within your institution, place "exempt" and the date the exemption was approved.

Section XVI- Publications

Section XVII- Research Plan and Other Supporting Documents

Language and Format Requirements

All applications must adhere to the following language and format requirements. Not adhering to these requirements may result in an application being administratively withdrawn.

- a. The applicant's name should always be in the top 'HEADER' portion.
- b. Use English only and avoid jargon and any unusual abbreviations.
- c. Use Arial 11 point font size, the NIH-suggested font, unless otherwise specified in the instructions for a specific template. Figures, charts, tables, figure legends, and footnotes may be smaller in size but they must be clear and legible.
- d. Attached files should be no larger than 3-5 MB to facilitate review of the application. Very large files can make a full and comprehensive review of the application difficult. The objective is to find a balance between the content of your application and file size.
- e. Margins, in all directions, must be at least ½ inch.

Uploading to Online Application

Attachment files must be submitted and uploaded to electronic application as PDF files. Once attachments are uploaded, you will get a confirmation message and see that your file is now



listed in the "Uploaded Attachment" section of the screen. Two links are available in each row of an uploaded attachment: DEL and SHOW. "Del" allows you to delete the file, if necessary, and "Show" opens the uploaded file. It is strongly recommended that you open and review your uploaded file. If, for any reason, you wish to modify the file, make the revisions in the original document (offline), convert the file to PDF and once again, attach the newly revised file. Remember to delete any previously submitted versions of the file.

Biographical Sketch

Using the template provided, submit biographical sketches for the applicant and all key personnel listed in Section 6, including the applicant's mentor. Please note that the provided template is based on the NIH Biographical sketch, but it is not an exact match. Biographical Sketches must not exceed five (5) pages for each person and should provide the following information about each key person, starting with the applicant:

Personal Statement: Briefly describe why your experience and qualifications make you particularly well-suited for your role in the project that is the subject of the application. Also, briefly describe any changes in primary field of interest and/or career gaps due to personal or professional circumstances that may have affected your scientific advancement or productivity.

Positions, Scientific Accomplishments, and Honors: List in chronological order previous positions, concluding with your present position.

Contributions to Science: Address the historical background that frames the scientific problem; the central finding(s); the influence of the finding(s) on the progress of science or the application of those finding(s) to health or technology; and your specific role in the described work.

Research Support: List selected ongoing or completed (during the last three years) research projects (federal and non-federal support). Begin with the projects that are most relevant to the research proposed in this application. Briefly indicate the overall goals of the projects and responsibilities of the key person identified on the Biographical Sketch. Do not include number of person months or direct costs.

Research Plan

Specific Aims: State concisely the goals of the proposed research and summarize the expected outcome(s), including the impact that the results of the proposed research will exert on the research field(s) involved. The Specific Aims section must not exceed one (1) page.

List succinctly the specific objectives of the research proposed, e.g., to test a stated hypothesis, create a novel design, solve a specific problem, challenge an existing paradigm or clinical



practice, address a critical barrier to progress in the field, or develop new technology.

Aims must not be too general, such as "To define the determinants of maximal expiratory flow," but rather "To study the influence of static lung recoil on maximal flows." Your statement should be limited to what can be accomplished during the award period.

Research Strategy: Organize the Research Strategy in the specified order using the instructions provided below. Start each section with the appropriate section heading - Significance, Innovation and Approach. Cite published experimental details in the Research Strategy and provide the full reference in the References section. Applicants are limited to six (6) pages.

The specific aims section should not exceed one page, and the strategy section should not exceed six pages, for a total of seven pages. References DO NOT count towards this limit.

References: References must not exceed five (5) pages. References may be included as part of the appendix.

Significance

- Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses.
- Explain how the proposed project will improve or stimulate innovative research, discoveries, and interventions that can ultimately guide policies and practices to improve indoor air quality.
- Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.
- Explain how this research will impact the applicants' future goals or directions, providing a clear distinction between your immediate and long-range plans.

Innovation

- Explain how the application challenges and seeks to shift current research or clinical practice paradigms. This provides an opportunity to demonstrate your knowledge and ability in this area, and to synthesize large volumes of information into a succinct and cohesive statement.
- Describe any novel theoretical concepts, approaches, or methodologies, instrumentation, or interventions to be developed or used, and any advantage over existing methodologies, instrumentation, or interventions. Clearly synthesize your own contributions to the field and demonstrate your relative stature in the area.
- Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions.



Approach

- Explain why you have chosen to address a particular portion of the overall problem and why you have chosen a particular approach. Discuss your preliminary studies, data and/or experience pertinent to this application and specify all novel data.
- Describe the overall strategy, methodology, and analyses to be used to accomplish each of the specific aims of the project. For each aim, include how the data will be collected, analyzed, and interpreted (e.g., number of experiments, types of measurements to be made).
- Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the aims. This should include discussion of what you will do if conflicting and contradictory data are obtained.
- If the project is in the early stages of development, describe any strategy to establish feasibility, and address the management of any high-risk aspects of the proposed work.

Assurances: State concisely how assurances will be met within the confines of the proposed research project.

Human Subjects: When human subjects or material obtained from such subjects are used in the proposed project, the application must state how the rights and welfare of the individual subjects are protected and assured. This includes delineating the risk benefits and the minimization of risk. This can be uploaded as a separate document. Include consent forms and questionnaires in appendix, if applicable.

If the proposed research project involves human subjects, the population sampled shall be inclusive of the general population, of relevance to the scientific question posed, without restriction to gender, race, age, and socioeconomic status. Proposals that intentionally restrict the population sampled must include a compelling scientific rationale for such design.

Animal Use and Justification: When animals are used in the project, the application must include a succinct and complete description of the following six points:

- Provide a detailed description of the proposed use of the animals in the work outlined in the Research Strategy section. Identify the species, strains, ages, sex, and numbers of animals to be used in the proposed work.
- Justify the use of animals, choice of species and numbers to be used. If animals are in short supply, costly, or to be used in large numbers, provide an additional rationale for their selection and numbers.
- Provide information on the veterinary care of the animals involved.



- Describe the procedures for ensuring that discomfort, distress, pain, and injury will be limited to that which is unavoidable in the conduct of scientifically sound research.
- Describe the use of analgesic, anesthetic, and tranquilizing drugs and/or comfortable restraining devices, where appropriate, to minimize discomfort, distress, pain, and injury.
- Describe method of euthanasia to be used and the reasons for its selection. State whether this method is consistent with the recommendations of the American Veterinary Medical Association (AVMA) Guidelines on Euthanasia. If not, include a scientific justification for not following the recommendations.

Biohazard Materials

When biohazard materials, defined as recombinant, infectious and tumor selected agents (i.e. radioisotopes) that may be detrimental to normal organisms upon controlled exposure are used:

- Describe procedures that will be used to monitor possession, use and transfer of the Select Agent(s).
- Describe plans for appropriate biosafety, biocontainment, and security of the Select Agent(s).
- Describe the bio-containment resources available at all performance sites.

Appendix: May contain additional and relevant material such as letters of support, questionnaires and/or consent forms. No other material such as preliminary data, photographs/images or publications, is allowed in the appendix.

Sponsor/Department Head Statement Letter

For Mentored and Independent Applicants: A Department Head Letter on institutional letterhead is required.

Mentored Applicants Please note: Department Head Statements are separate from the three letters of recommendation required.

Content of Department Head Statement:

1. State the applicant's current and projected status during the initial term of the award.
2. State the applicant's faculty or professional title. The Department Head Statement must be explicit as to whether or not the applicant currently has an appointment, or if the applicant will be promoted between the time of application and award commencement. Without the confirmation of status, the applicant will be disqualified.



3. State the applicant's future path at your institution and plan for academic development.
4. State your department's financial and space commitment to the applicant's career, and to the American Lung Association's project being submitted.
5. Describe the intellectual environment and your involvement in the applicant's award.
6. Guarantee that the budget does not overlap with any existing or pending support of the
7. application's collaborations (including NIH-type other support information, from all collaborating scientists).
8. State minimum percent of overall *effort* and guaranteed time to be protected for research.
9. State whether you also function as the applicant's mentor.

Content of Department Head Statement for Postdoctoral Candidates:

1. Assurance that the applicant is guaranteed a full-time position at full salary for the duration of the award.
2. The nature of the appointment, e.g. academic title, and track, or comparable for non-academic institutions
3. Assurance that accommodations necessary for the conduct of the research, such as space, computers, additional funding if applicable, etc., will be provided
4. Assurance that the mentor's commitment of time and effort to this project is approved.

Section XVIII- Validate

Click the 'VALIDATE' link (from any page of the online application). Validate checks for missing required information or files. Any missing required information will be listed on the screen. All required information must be supplied before you can submit an application.

Section XIX- E-Signature and Download Application

Certification Form

Prior to submitting an application, an applicant must obtain signatures (electronic signatures) from key officials certifying compliance with American Lung Association policies and requirements including the Following Conflict of Interest Clauses:

Tobacco Use: The American Lung Association will not provide research or other funding to investigators who have received direct funding or funding from agencies of the tobacco and e-cigarette industry.



Financial Disclosure: American Lung Association applicants/awardees must comply with the provisions of the United States Department of Health and Human Services regulations on financial conflicts of interest 42 C.F.R. pt. 50, Subpt. F to the same extent as each would were the research funded by the National Institutes of Health. In general, the purpose of the Conflict-of-Interest policy is to ensure that there is no possibility that an applicant or their family will receive financial gain as a result of American Lung Association supported research.

Section XX- Submit (Last Step) American Lung Association requires all applications to be submitted electronically through ProposalCentral. Once you have completed and validated your application, you can then 'SUBMIT' electronically to ProposalCentral. The deadline for submission: December 6, 2024.