About the Dalsemer Interstitial Research Award

The American Lung Association nationwide research program is building on over 120 years of success as we continue to invest in the brightest, pioneering minds with potential to drive innovation, discover the unknown, and improve the lives of those living with lung disease.

About the Funding Opportunity

The American Lung Association Dalsemer Interstitial Research Grant is a mentored award meant to provide seed monies to junior investigators on the path to independence for researching the mechanisms and biology of interstitial lung disease.

The Dalsemer Interstitial Research Award is for $50,000 per year, for up to two years. Grants are subjected to annual review and may be granted for up to two years. The second year of support is based on demonstrating satisfactory progress, as well as the availability of funding from the Lung Association. Applicants should be on-track to pursue a career in lung heath research with a mentor who has a demonstrated history of lung disease research and mentorship.

No more than 75% of the requested budget may be used for an awardee's salary and/or fringe benefits and no more than 30% of the total award budget may be used to fund the purchase of permanent equipment. Grant funds may be used for the salary and fringe benefit costs of personnel other than the Applicant.

Key Dates

August 7, 2025	Application Accepted through ProposalCentral
December 1, 2025	Deadline is December 1, 2025 (11:59 PM, Eastern Time)
January- April	Peer Review Period
June 2026	Outcome notifications are sent to all applicants
July 1, 2026	Research term begins

Important Notes

Applicants are limited to submitting only one American Lung Association Awards and Grants application per annual cycle.

An applicant can be awarded this grant only once.

It is recommended that applicants submit projects to the appropriate Institutional Animal Care and Use of Committee (IACUC) and human subjects Institutional Review Board (IRB) at the time of application or before. Copies of the approvals must be provided to the American Lung Association prior to the start of an award; otherwise, the award may be administratively withdrawn. Award payments will not be issued until these approvals are forwarded to the Lung Association.

When applicable, researchers are encouraged to investigate hypothesis-driven research that will inform evidence-based clinical practice or policy in communities across the United States.

Eligibility Requirements

Employment Certification Requirement
As part of the application, all applicants must certify that they are authorized to work in the United States. In addition, the institutional Signing Official, defined as the individual authorized to submit grant applications and make institutional commitments, must certify that the applicant's employment is expected to continue for the full duration of the grant period.

Mentor Requirement
Applicants should be on-track to pursue a career in lung disease research with a mentor who has a demonstrated history of research experience and mentorship.

Education and Experience
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.

Please visit lung.org/research to learn about funding opportunities for established investigators.

Institution
The research institution must be owned and operated exclusively for scientific and education purposes, non-profit and located in the United States. Institutions eligible to participate include Nonprofit colleges or universities and domestic non-profit scientific and research institutions.

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:

- Scientific merit, technical feasibility, innovation, and project relevance to the mission of the American Lung Association

- Applicant's education, experience, and recommendation letters

- Research environment and mentorship plan

- Likelihood that the applicant will engage in an ongoing career in interstitial lung health research

- Department Chair (or equivalent) letter clearly assuring faculty or professional research appointment with demonstrated institutional commitment before the start of an award.

Application Guide

The American Lung Associations used 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 Section

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, 2026 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 application only one additional time.

Section II- Download Templates & Instructions

Section lll- 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 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 uploaded 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 PROFESSIONAL PROFILE.' 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- 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 uploaded 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 VI- Personnel

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). Mentors must be listed as Key Personnel. DO NOT list the applicant in this section. A Biographical Sketch must be uploaded for each individual listed as Key Personnel.

Please note that the provided template is based on the NIH Biographical sketch but 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:

• 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 circumstances

that may have affected your scientific advancement or productivity.

• Positions, Scientific Appointments 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.

Other Personnel

The applicant is responsible for listing other personnel who will have a supporting role in the research project but are not considered Key Personnel. This may include, but is not limited to, study coordinators, administrative staff, students, technicians, and other individuals who contribute to the execution of the project without influencing the project's overall scientific direction. When applicable a Biographical Sketch for 'Other Personnel' can be uploaded.

Section VII- Letters of Recommendation

All applicants must provide three letters of recommendation, one of the three must be written by the applicant's Mentor and labeled as such. Duplicate letters from the same person are not accepted and may be grounds for an application to be administratively withdrawn.

The Mentor's letter must include a mentoring plan and address the following:
- 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 the start and end dates for the applicant's appointment in support of confirmation that they meet the requirements that they have completed the one or two years of research training (PhD or MD/ DO, respectively) and have two years of research training remaining
- Provide your mentoring experience/history

Letters of Recommendation are important and should address the candidate's competence and potential to become an independent investigator. The recommendation letters should be from individuals not directly involved in the application, but who are familiar with the applicant's qualifications, training, and interests. The third recommendation letter must be from the applicant's mentor.

Steps for the Applicant to Contact the Referee:

- 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.

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

Section VIII- 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 IX- 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 X- Resources
Facilities: Specify the facilities and how they will be used for the conduct of the proposed research.

Section XI- Budget Period Details
Please enter a detailed budget for your project. The second year of funding is contingent on the successful completion of first year reporting. Indirect Costs are not allowed for any American Lung Association Award.

No more than 75% of the requested budget may be used for an awardee's salary and fringe benefits, and no more than 30% of the total award budget may be used to fund the purchase of permanent equipment. Grant funds may be used for the salary and fringe benefit costs of personnel other than the Applicant.

Permanent equipment is defined as an item whose primary function is related to research project and ordinarily has a usable expectancy of one year or greater.

Section XII - 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 year of funding, if progress is sufficient. 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.

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. No more than 75% of funds may be used for an awardee's salary and/or fringe benefits. There are no salary caps for other personnel.

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. No more than 30% of the total award budget may be used for the purchase of permanent equipment.

Supplies: Itemize supplies with costs. For example, indicate the number of experimental animals to be used, unit cost per animal, and cost for daily use.

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 XIII- Other Support
List any and all active and pending support for the applicant. 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.

Note: Other Support information must be manually entered into the designated section of the ProposalCentral application. Uploading a CV, Biosketch, or other supporting documentation will not fulfill

this requirement. Failure to provide complete and accurate Other Support information may result in administrative withdrawal of the application.

Section XIV-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 XV- Publications

Section XVI- 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.
        Use English only and avoid jargon and any unusual abbreviations.
    b. Use Arial 11 point font size, the NIH-suggested font, unless otherwise specified in the instructions for a specific template.
    c. 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 the applicant's biographical sketch. Please note that the provided template is based on the NIH Biographical sketch but is not an exact match. Biographical Sketches must not exceed five (5) pages and should provide the following information:

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 circumstances that may have affected your scientific advancement or productivity.

Positions, Scientific Appointments, 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 and should be placed at the beginning of the search plan as a standalone document.

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 6 pages for the research strategy.

As stated above, the specific aim section should not exceed one page and should be placed at the beginning of the research plan as a standalone document, the research 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 should 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 scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.
- 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 your 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 in regard 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 five 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
Please note: The Sponsor and/or Department Head Statements are separate from the three Letters of Recommendations required. A Department Head Letter on institutional letterhead is 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

3. will be promoted between the time of application and award commencement. Without the confirmation of status, the applicant will be disqualified.
4. State the applicant's future path at your institution and plan for academic development.
5. State your department's financial and space commitment to the applicant's career, and to the American Lung Association's project being submitted.
6. Describe the intellectual environment and your involvement in the applicant's award.
7. Guarantee that the budget does not overlap with any existing or pending support of the 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 for
4. Assurance that the mentor's commitment of time and effort to this project is approved

Section XVII- 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 XVIII- E-Signature and Download Application

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

Employment Certification Requirement
As part of the application, all applicants must certify that they are authorized to work in the United States. In addition, the institutional Signing Official, defined as the individual authorized to submit grant applications and make institutional commitments, must certify that the applicant's employment is expected to continue for the full duration of the grant period.

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 XIX- 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 1, 2025.