

Lupus Foundation of America

## **2020 Gina M. Finzi Memorial Student Summer Fellowship Program**

**Purpose:** To foster an interest among students in the areas of basic, clinical, translational, epidemiological, or behavioral research relevant to lupus. Students must work under the sponsorship and supervision of an established, tenure-track principal investigator who directs a laboratory that is dedicated at least in part to the investigation of lupus at an academic, medical, or research institution. The institution must be in the U.S., Canada, or Mexico.

**Fellowship award amount: 6 awards of \$4,000**

**Application deadline: April 17, 2020, at 5 p.m. ET**

**Earliest award date: June 5<sup>th</sup>, 2020**

**Contact:**

Ashley Marion  
Research and Grants Senior Coordinator  
Lupus Foundation of America  
2121 K Street, NW, Suite 200  
Washington, DC 20037  
Main: 202-349-1150 ext. 150  
marion@lupus.org

## Table of Contents

### Contents

About the Gina M. Finzi Memorial Student Summer Fellowship Program.....	3
Eligibility .....	3
Online Submission.....	3
Required Application Components.....	4-5
Submission Deadline .....	6
Evaluation Criteria .....	6
Use of Funds and Conditions of Award .....	6-8

## About the Gina M. Finzi Memorial Student Summer Fellowship Program

The Gina M. Finzi Memorial Student Summer Fellowship Program is a memorial tribute to Gina M. Finzi, the late daughter of former Lupus Foundation of America President Emeritus Sergio Finzi, Ph.D. The goal of this program is to foster an interest among students in the areas of basic, clinical, translational, epidemiological, or behavioral research relevant to lupus. Students must work under the sponsorship and supervision of an established, tenure-track principal investigator who directs a laboratory dedicated at least in part to the investigation of lupus at an academic, medical, or research institution. The institution must be in the U.S., Canada, or Mexico. Since 1984, the Gina M. Finzi Memorial Student Summer Fellowship Program has supported the work of nearly 200 young investigators.

### Eligibility

- The project must be in one of the following areas focused on lupus research: basic, clinical, translational, epidemiological, or behavioral research.
- The applicant is responsible for identifying a supervising sponsor who is an established, tenure-track principal investigator who directs a laboratory dedicated at least in part to the investigation of lupus at an academic, medical, or research institution.
- The institution where you are conducting your research must be in the U.S., Canada, or Mexico.
- Undergraduates up to Medical Residents and/or PhDs' may apply.
- Awards cannot be postponed for use in a later year or be carried out for two or more summers.

### Online Submission

The Lupus Foundation of America, Inc. (Foundation) uses an electronic grant submission process. All grant applicants must submit their full application packages through the Fluxx online grants management system. **Paper applications will not be accepted.**

Applicants must complete an eligibility quiz and registration form prior to starting their application. Visit <https://lupusfoundation.fluxx.io/> to complete the eligibility quiz and start the application process.

For more information, visit our Request for Applications page at <http://www.lupus.org/rfa>. Please contact [marion@lupus.org](mailto:marion@lupus.org) if you have any questions.

## Required Application Components

Complete application packages (with all required attachments and supportive documentation) must be submitted in Fluxx by **5:00 P.M. ET on April 17, 2020**. We will not accept hard copies under any circumstances.

The application **must** include the following components:

1. Cover letter on institutional letterhead that includes:
  - Name, date, address, and original signature of the applicant
  - Institution where the research will be conducted
  - Name, title, and address of the mentor that will accompany your project
  - Project title and dates of proposed project
  - Addresses to: Lupus Foundation of America's Review Committee
  - Status of Institutional Animal Care and Use Committee (IACUC) and/or Institutional Review Board (IRB) approval
  - Statement that all proposed research will be conducted according to the rules and regulations of the U.S. Department of Health and Human Services relevant to the ethical conduct of research on humans and animals
  - Note: This letter cannot be a scanned image file (for example, a JPEG) or a non-Word file scanned into a PDF.
  
2. Grant application cover page that includes:
  - Project title and dates of proposed project
  - For the applicant, the sponsor, the institutional official, and the signing official: name, highest degree, title, email address, direct phone number, and institutional street address
  - If different from the institutional official and signing official, the institutional grant administrator's name, highest degree, title, email address, direct phone number, and institutional street address
  - Dated original signatures from the applicant, the sponsor, and the institutional signing official. All dated signatures must be on the same grant application cover page.
  - IRB and/or IACUC approval date, as well as Human Subjects Assurance

Number and/or Animal Welfare Assurance Number

If these are not available at the time of application, they will be required upon acceptance of the award and prior to the disbursement of any funds to the sponsoring institution

3. Research proposal abstract and layperson summary:
  - Scientific abstract that is no longer than 2,000 characters
  - A layperson's summary of the proposal for the Lupus Foundation of America to use in press releases, no longer than 2,000 characters
4. NIH-formatted Biosketches from the applicant, sponsor, and any other research personnel who will have a major role in the design, execution, analysis, interpretation, or writing related to the proposed studies. This information should include positions and honors, peer-reviewed publications, as well as current and pending research support.
5. A statement from the sponsor about the applicant's academic achievements, future professional aspirations, and potential to implement the proposed studies, as well as about the mentorship that the applicant will receive during the research experience in the laboratory of the principal investigator.
  - The sponsor will need their own Fluxx log in account to upload the letter or recommendation. Please contact Ashley Marion at [marion@lupus.org](mailto:marion@lupus.org) if your sponsor does not already have an account.
6. A proposal narrative of no more than 2 pages (single spaced with one-inch margins in 12-point Times New Roman font, excluding the Literature cited pages), that includes the following sections:
  - Specific aims
  - Research strategy
    - a) Background and significance to lupus research or treatment
    - b) Innovation
    - c) Approach (including preliminary data, if any)
    - d) Commentary on the mentorship that the applicant will receive during the research experience in the laboratory of the principal investigator is acceptable as part of this section
  - Literature cited (not included in the 2-page limit), with a maximum of 30 references to peer-reviewed journal publications

## Submission Deadline

Application packages must be submitted in their entirety via our Fluxx online grants system by no later than **5:00 P.M. ET on Friday, April 17, 2020**. No application materials will be accepted after this deadline. Only one proposal per applicant will be accepted.

The earliest notification of awards will be made by June 5<sup>th</sup> 2020.

## Evaluation Criteria

Each proposal will be reviewed according to a modified version of the 9-point NIH review system (see this web page: [http://grants.nih.gov/grants/peer\\_review\\_process.htm](http://grants.nih.gov/grants/peer_review_process.htm)) and will be reviewed by experts in lupus research.

Each proposal will receive an overall impact score (1-9) based on the current NIH grant review criteria, as determined by the reviewers' assessments of the following aspects of the proposal:

1. Significance
2. Investigators
3. Innovation
4. Approach
5. Environment
6. Mentorship (note: this is not one of NIH's review criteria)
7. Relevance to lupus (note: this is not one of NIH's review criteria)

## Use of Funds and Conditions of Award

1. Funds from this award must be used to support research-related activities of the fellow in the laboratory of the sponsor identified in the grant application. Funds from this award cannot be used for any other reason, including indirect costs. Any unused funds must be returned to the Lupus Foundation of America.
2. The proposed research must be in the areas of basic, clinical, translational, epidemiological, or behavioral research relevant to lupus. The research must be conducted under the sponsorship and supervision of an established, tenure-track principal investigator who directs a laboratory dedicated at least in part to the investigation of lupus at an academic, medical, or research institution in the U.S, Canada, or Mexico. For laboratories in Canada or Mexico, the principal investigator is required to be in collaboration with a U.S.-based investigator.
3. Awardees must electronically submit a final progress report, originally signed and dated

by both the fellow and sponsor, that documents the nature and outcomes of the research conducted must. This report must be submitted in Fluxx by September 30<sup>th</sup>, 2020. The Foundation will provide a formatted progress report form to fellows with the award letters. Awardees must also agree to at least one post-award update call with the Foundation.

4. All publications resulting from research funded either wholly or partially by this fellowship award must acknowledge financial contributions from the Lupus Foundation of America's Gina M. Finzi Memorial Student Summer Fellowship Program. This includes primary and review-type peer-reviewed journal articles, abstracts, commentaries, magazine articles, national and/or local media coverage, as well as any such coverage at the home institution or the institution of a collaborator on the project. In addition, copies of such publications must be provided to the Foundation within 30 days of final production. All publicity and information disseminated by the fellow's or sponsor's home institution about such research must acknowledge financial contributions from the Foundation's Gina M. Finzi Memorial Student Summer Fellowship Program.
5. Each applicant must indicate on their cover letter that all proposed research will be conducted according to the rules and regulations of the U.S. Department of Health and Human Services relevant to the ethical conduct of research on humans and animals. Also, each fellow's institution must agree to hold the Foundation harmless from any and all claims that may arise from research-related activities funded either wholly or partially by the Lupus Foundation of America, Inc.
6. Fellows proposing to conduct research on animals must provide the Lupus Foundation of America with a letter from the sponsoring institution's IACUC documenting approval of the proposed research and its compliance with NIH guidelines for the care and use of animals in research. Letters must be on institutional letterhead, originally signed and dated by an appropriate university official. Fellows proposing to conduct research involving human subjects must provide the Foundation with a letter from the sponsoring institution's IRB documenting approval of the proposed research and its compliance with NIH guidelines for the use of human subjects in research. Letters must be on institutional letterhead, originally signed and dated by an appropriate university official.  
IRB and/or IACUC approval are not required on the date of application, but they are required when the Foundation offers the award. No award funds will be disbursed until the Foundation receives written IRB and/or IACUC approval. All IACUC and IRB approval documents must contain the full name, title, address, phone number, and email for the IACUC or IRB chair in order for the Foundation to disburse funds.
7. Each fellowship is for one-time use only and cannot be postponed, extended, modified, renewed, or transferred to another individual or institution. No additional funds will be provided beyond the amount stipulated in the award letter. Eligible applicants who would like to pursue Foundation funds beyond the dollar amount or period of time stipulated in the award letter are encouraged to submit a new application with new, specific aims in

response to a future Gina M. Finzi Memorial Student Summer Fellowship Program funding opportunity announcement.

8. Each award payment will be made in the form of a check payable in U.S. dollars to a designated institutional grant official who is authorized to receive, deposit, and appropriately manage funds from such a check at the sponsoring institution. Under no circumstances will a check be made payable to a fellow, sponsor, or other individual associated with the proposed research.
9. Any patentable discoveries, abstract, or publications resulting from research funded either wholly or partially by the Lupus Foundation of America's Gina M. Finzi Memorial Student Summer Fellowship Program must be reported to Ashley Marion, Research and Grant Senior Coordinator, at the Foundation, as soon as any relevant decisions to pursue a patent are made. A patent application resulting from any such research-related activities cannot be made without the prior written consent of the Foundation.