



National Eating Disorders Association

## The Feeding Hope Fund for Clinical Research Application Guidelines and Instructions

### Application Guidelines

**The Feeding Hope Fund for Clinical Research will support research projects that cover a range of research domains relevant to the treatment and prevention of eating disorders, including anorexia nervosa, bulimia nervosa and binge eating disorder.**

- Two research awards will be granted annually.
- One award will be given annually to an investigator examining novel treatments for eating disorders.
- A second award will alternate in focus every other year. One year a grant will be awarded for prevention research and the following year the grant will be awarded for treatment dissemination research.
- In 2016, two grants of \$100,000 will be awarded over a two year period.
- **One grant will go toward novel treatment development research, and one grant will go toward training dissemination research.**

### **Definitions for these research areas follow:**

**Novel treatment development research** consists of projects that aim to develop new and innovative treatment interventions or examine the acceptability, feasibility and initial efficacy of novel treatment approaches for eating disorders.

Feeding Hope Fund awards in this category may support pilot studies that would be expected to contribute to larger scientific investigations of novel interventions.

**Treatment dissemination research** aims to evaluate the feasibility and efficacy of disseminating and implementing existing empirically supported interventions for eating disorders. Feeding Hope funds for this category may be used to promote treatment dissemination and implementation, but outcome assessment is required. Outcomes may include feasibility and efficacy of clinician performance and patient clinical outcomes.

### **Eligibility**

Investigators who are United States citizens or lawful permanent residents conducting research at institutions within the United States at the time of submission are invited to apply. We are interested in geographic, gender and racial diversity and we encourage women and minorities, as well as investigators from around the US, to apply. The candidate's research track record and other sources of funding will be considered when selecting awards.

## **Application Instructions**

### **Format**

Due to the fact that reviews will take place by multiple reviewers, and all will be conducted electronically, it is critical to ensure that your documents are easily transferrable without compromising formatting. For this reason, NEDA requires all application materials to be saved in PDF form prior to submission.

Failure to follow these requirements may lead to rejection of the application during agency validation or a delay in the review process.

### **File Name**

Save all files with descriptive file names in the following format:

LastName\_FeedingHopeFundApp\_2015.pdf

Do not use any special characters (example: "&", "-", "\*", "%", "/", and "#") or spacing in the file name, and for word separation use underscore in naming the attachments.

### **Paper Size and Page Margins**

Use *standard paper size (8 ½" x 11")*.

Use at least one-half inch margins (top, bottom, left and right) for all pages. No information should appear in the side margins, including the principal investigator's (PI) name or page number.

### **Page Formatting**

Since a number of reviewers will be reviewing applications as an electronic document and not a paper version, applicants are strongly encouraged to use only a standard single-column format for the text. Avoid using a two-column format because it can cause difficulties when reviewing the document electronically. Use single spacing, 11-point font. Please use your last name, with all pages sequentially numbered, in the footer.

### **Figures, Graphs, Diagrams, Charts, Tables, Figure Legends and Footnotes**

You may use a smaller type size (no smaller than 9-point) but it must be in a black font color, readily legible, and follow the font typeface requirement. Color can be used in figures; however, all text must be in a black font color, clear and legible.

### **Grantsmanship**

Use English and avoid jargon.

If terms are not universally known, spell out the term the first time it is used and note the appropriate abbreviation in parentheses. The abbreviation may be used thereafter.

### **Page Limits**

Although many of the sections of this application are separate text (PDF) attachments, page limits referenced in these instructions and/or the funding opportunity announcement must still be followed. Agency validations will include checks for page limits; applications found not to comply with the requirements may lead to rejection of the application during agency validation or delay in the review process.

Internet website addresses (URLs) may not be used to provide information necessary to the review because reviewers are under no obligation to view the Internet sites.

Applicants are prohibited from using an appendix to circumvent page limitations in any section of the application for which a page limit applies.

**Similar or Identical Applications**

Identical, or essentially identical, grant applications submitted by different applicant organizations will not be accepted. Applicant organizations should ascertain and ensure that the materials they are submitting on behalf of the principal investigator are the original work of the principal investigator and have not been used elsewhere.

**Budget**

A complete budget application must be submitted. Total budget should be \$100,000 and may not cover administrative fees or administrative travel, and indirect costs shall not exceed 10%. Covered costs include: research procedures, personnel costs and participant compensation.

**Late Materials**

All materials must be submitted by the application deadline. Any materials submitted after the deadline will not be included in the review process.

**Application Submission Timeline:**

Grant Applications Due:	August 12
Review Process Completed:	September 23
Decision letters Mailed:	October 15

**Review Process**

- All applications will receive peer review by at least three reviewers from the Review Panel, comprised of the NEDA Research Advisory Council (RAC) and additional volunteer reviewers who have specific areas of expertise. Additional reviewers will be invited by NEDA at the suggestion of RAC members.
- Reviewers will recuse themselves from review process if the applicant is affiliated with their home institution or if the reviewer has an active collaboration with the applicant.
- Reviewers will rate the application based on significance, relevance to the program’s award mission (i.e., treatment development and dissemination), and candidate’s academic/research strength. Final decision of grant awards will be made by the NEDA Board or NEDA Executive Committee, based upon recommendations from the Review Panel. Board members who serve on the Review Panel will be excluded from voting as part of the board. Anyone with affiliations with the grant applicants will also recuse themselves from the selection process.

## **Evaluation**

The following factors will be considered in the evaluation of the application:

- Responsiveness to the intent of the announcement
- Novelty of the research
- Significance and impact
- Feasibility of producing meaningful results within one year of the grant
- Scientific design
- Feasibility of meeting budgetary constraints
- Adequacy of proposed timeline and schedule of deliverables

Applicant investigators may not communicate directly with any review group member about an application either before or after the review. Failure to strictly observe this policy will create serious conflicts of interest in the peer review process. Please direct all questions to Kerry Donohue at [kdonohue@myneda.org](mailto:kdonohue@myneda.org).