



## **Request for Applications (RFA) Hemostasis and Thrombosis Research Society (HTRS) 2020 HTRS Student Research Award (SRA) Program**

- The HTRS Student Research Award (SRA) supports an 8- to 10-week program for medical, PhD, MD/PhD, or PharmD students working on targeted research projects in hemostasis and thrombosis
- Apply at <https://htrs.smapply.org> beginning November 1, 2019
- Application Deadline: **Monday, March 2, 2020 by 11:59 p.m. ET**

### **About HTRS**

Incorporated as a nonprofit, 501(c)3 organization in the State of Wisconsin in 1994, the Hemostasis and Thrombosis Research Society (HTRS) is the leading North American professional society dedicated to research, mentoring, workforce development, and continuing medical education for physicians, investigators, and all health care professionals interested in advancing care for people with hemostatic and thrombotic disorders. To learn more, visit [www.htrs.org](http://www.htrs.org).

HTRS is governed by a volunteer Board of Directors comprising academic hematologists and basic/translational scientists from the United States and Canada. In April 2019, HTRS officially merged with the North American Society on Thrombosis & Hemostasis ("NASTH"). The combined organization, now operating under the HTRS name, is the result of several successful educational collaborations by HTRS and NASTH in 2018 and 2019, including the first HTRS Research Colloquium in 2018 and the HTRS/NASTH 2019 Scientific Symposium.

This is the first year HTRS is offering the SRA Program. From 2016-2019, this program was sponsored by NASTH and called the [NASTH Research Fellowship](#).

### **About the Student Research Award (SRA) Program**

The HTRS SRA supports an 8- to 10-week program for medical, PhD, MD/PhD, or PharmD students working on targeted research projects in hemostasis and thrombosis. Proposed projects may be lab-based, clinical, or epidemiologic in design. The total grant award is \$8,000 USD and comprises a \$5,000 award stipend for the student recipient, a \$2,000 travel allowance to enable the student to report on their project at the 2021 HTRS Scientific Symposium ("HTRS 2021"), and \$1,000 to support the student's mentor and/or mentor's laboratory.

The goals of the HTRS SRA Program are to:

- **Introduce students to hemostasis and thrombosis research** by supporting short-term, targeted research projects
- **Provide students with mentorship and career development opportunities**, including practice in developing a research proposal, working in a lab or clinical setting, and presenting the results of their work to other hemostasis and thrombosis professionals at a national meeting, preferably the HTRS Biennial Scientific Symposium

Applicants are required to develop a research proposal in consultation with an experienced mentor that can be completed within an 8- to 10-week period to be determined by the recipient and the mentor. While the majority of award recipients carry out their research project during the summer months, it is possible that later in a medical school career, or during an MD/PhD training program, research rotations during the academic year may be possible. All SRA research periods must be completed by March 1, 2021.

## How to Apply

### Step 1: Identify and Connect with a Mentor

Applicants must collaborate with an experienced research mentor who is a current member of HTRS at the time of application. Applicants may select a mentor at their own schools or at another location in the U.S. or Canada.

If an applicant is interested in applying for the HTRS SRA Program but does not have a research mentor, HTRS may be able to help identify a mentor. Applicants looking for a mentor should email [tholzen@versiti.org](mailto:tholzen@versiti.org) stating their desired research location and area of interest, and HTRS will help match the applicant with an appropriate mentor within their research focus.

### Step 2: Develop a Research Project Description

Applicants must meet with their mentors in person or electronically to identify a specific, hypothesis-based research project that can be completed in 8-to-10 weeks. Applicants must be able to describe the purpose and aims of their proposed project in their own words.

For complete Application preparation and submission instructions, see pages 6-7 of this RFA.

### Step 3: Apply Online at <https://htrs.smapply.org>

Applicants must complete the online application located at <https://htrs.smapply.org>. To create an account, click on “Register” and enter your email address and a password of your choice. Then, select “2020 HTRS Student Research Award Program.” Applicants are required to upload a one-page curriculum vitae (CV) or resume, a letter of recommendation from their proposed research mentor, a document outlining their research experience to date, a personal statement, and a project description (instructions for each of these requirements are noted on the application form).

## Applicant Eligibility Requirements

Eligible applicants must be first, second, or third year medical students, PhD students, MD/PhD student, or PharmD students. Applicants must also be citizens or permanent residents of the U.S. or Canada at the time of application.

HTRS offers all graduate, medical, and pharmacy students free HTRS membership, and applicants are required to activate their free membership at <http://www.htrs.org> no later than the application deadline of Monday, March 2, 2020 at 11:59 p.m. ET in order to be eligible for an award.

## **Mentor Eligibility Requirements and Letters of Support**

Applicants are required to select a primary mentor who is an experienced researcher (MD, DO, MD/PhD or PhD) currently working in hemostasis and/or thrombosis. Mentors must agree to supervise the applicant and accept the conditions of the award. Both applicants and mentors are required to be active members of HTRS as of the application deadline. (Student memberships are free; please visit [www.htrs.org](http://www.htrs.org) to join.)

If the applicant is selected as an SRA recipient, HTRS encourages the mentor to maintain HTRS membership for the duration of the grant period.

Specific responsibilities for an SRA mentor include:

- Assisting the applicant with developing a research project plan that can be completed in 8-to-10 weeks. The description of the research plan included in the application must be presented in the applicant's own words
- Helping the applicant prepare for the proposed research, including suggesting reading materials or other hands-on training in their department or laboratory
- Overseeing the research project, including regular review of milestones and providing feedback/guidance to the award recipient
- Providing a written evaluation of project outcomes to HTRS at the end of the project
- Assisting the student with preparation for their in-person presentation at 2021 HTRS Scientific Symposium in Coronado, CA
- Providing career guidance and support to encourage the recipient to continue pursuing a career in hemostasis and/or thrombosis after the SRA

The mentor is required to write a formal Letter of Support as part of the application. Letters of Support from mentors who have been HTRS members should explain the mentor's prior involvement in and commitment to the mission of HTRS and the field of hemostasis and thrombosis. All Letters of Support should explain how the SRA and the proposed research project will advance the student's educational experience. (See pages 6-7 of this RFA for further requirements for the Letters of Support.)

## **Available Funding**

The total grant amount for the 2020 SRA is \$8,000 USD. This includes:

- A \$5,000 stipend for the student
- \$2,000 to cover expenses associated with registration, travel, and lodging for the recipient to attend and present the results of their research project at the 2021 HTRS Scientific Symposium, March 11-13, 2021 in Coronado, CA
- A \$1,000 stipend to support either the mentor's time, department, or laboratory

HTRS will distribute funding of \$8,000 USD to the recipient and mentor as follows:

1. A payment of \$2,000 USD (40% of the award amount) will be issued to the recipient one to two weeks prior to the start of the 8-to-10 week research period (as designated by the recipient).

2. A stipend of \$1,000 USD will be paid to the mentor or the mentor's department or laboratory by the first day of the research period.
3. A second payment of \$2,000 USD (40% of the award amount) will be issued to the recipient four weeks after the research period begins.
4. A third payment of \$1,000 USD (20% of the award amount) is contingent upon approval by the mentor and HTRS of a Final Report submitted by the recipient after the research period ends. This payment is issued within 14 days of HTRS approval.
5. The travel stipend of \$2,000 USD will be sent to the recipient after he/she registers to attend the 2021 HTRS Scientific Symposium.
  - a. In the event that the award recipient cannot attend the 2021 HTRS Scientific Symposium, the travel stipend will be sent once the recipient has confirmed his/her attendance and presentation at a different professional meeting in 2021.
  - b. In the event that the recipient cannot attend a professional meeting in 2021, the \$2,000 travel stipend will not be awarded.

Instructions for reporting requirements are communicated to successful applicants in their award notification letters.

## **Presentation Requirements for SRA Recipients**

Recipients are required to present information about their projects' research progress or outcomes at a national professional meeting in 2021. The recipient is strongly encouraged to select the 2021 HTRS Scientific Symposium, March 11-13, 2021 in Coronado, CA, as the meeting of choice to fulfill this requirement. Funds to support conference registration, travel, and lodging to attend the 2021 Symposium should be covered by the \$2,000 travel stipend received by the recipient. Instructions for acknowledging HTRS in any presentations will be included in the successful applicant's notification letter.

## **Other Conditions and Responsibilities**

Submission of a 2020 SRA Application implies acceptance of the following conditions by the applicant and mentor:

1. Award Administration. With the exception of the \$1,000 stipend for the mentor, mentor's department, or mentor's laboratory, all SRA stipends will be sent to award recipients directly. In order to process payments, recipients and mentors need to complete W-9 Forms and return them to HTRS immediately after award acceptance. It is the responsibility of recipients' and mentors' to provide their street address to HTRS for the mailing of grant checks and to notify HTRS of any address changes prior to the end of their grant projects.
2. Requirements Regarding Rights of Human Subjects. The recipient institution is responsible for protecting the rights and welfare of all human subjects participating in any SRA-funded research activity. Recipients performing research involving human subjects are required to submit written evidence of Institutional Review Board (IRB) approval, along with written evidence of their institution's Federalwide Assurance (FWA) number (for U.S. investigators) and renewal date to HTRS before funding can be awarded. These approvals must be in place for the duration of the grant period.
3. Requirements Regarding Animal Studies. The recipient institution is responsible for protecting the welfare of animals involved in the SRA-funded research activity. Recipients performing research

involving animals are required to submit written evidence of Institutional Animal Care and Use Committee (IACUC) approval, along with a copy of their institution's Association for Assessment and Accreditation of Laboratory Animal Care (AAALAC) International accreditation to HTRS before funding can be awarded. These approvals must be in place for the duration of the grant period.

4. **Acknowledgment of HTRS Support.** Any articles (published and in progress), abstracts, or oral and poster presentations resulting from the Recipient's SRA-funded research must acknowledge the support of HTRS as outlined in the applicant's award notification letter. Recipients are required to provide HTRS with a copy of any articles (published and in progress), abstracts, or oral and poster presentations resulting from their SRA-funded research during and after the grant period with the appropriate acknowledgments listed.
5. **Required Report.** Recipients are required to submit one formal report using templates provided by HTRS. This report describes progress made over the entire grant period. The report also must include a list of any articles (published and in progress), abstracts, or oral and poster presentations resulting from the SRA-funded research, with copies of articles (published and in progress), abstracts, or oral and poster presentations appended. Recipients accept primary responsibility for understanding when reports are due and for following submission instructions provided by HTRS.

The third and final stipend payment to the recipient is contingent upon satisfactory progress having been made during the tenure of the grant as determined by HTRS, per the hypotheses and aims outlined in the original application. If the report is submitted on deadline and approved by both the mentor and HTRS, the final payment will be issued within 14 days of approval. Unless other arrangements are made in advance, HTRS reserves the right to delay or withhold funds for the third and final payment if:

- 1) The report is not submitted by the deadline listed in the recipient's award notification letter
- OR
- 2) Evidence of satisfactory progress, as determined by the mentor and HTRS, has not been made on project aims

### **Disclosure of HTRS Compliance with State or Federal Requirements per *Open Payments: The Physician Payments Sunshine Act***

HTRS research and fellowship awards may be reportable by law to state or federal agencies under *Open Payments: The Physician Payments Sunshine Act* ("Sunshine Act"). HTRS may be required to share information about recipient institutions, principal investigators, or other particulars of funded grants with the pharmaceutical companies that support our award programs. Such companies may deem grant information reportable per their policies related to the Sunshine Act.

Applicants to HTRS award programs are required to confirm, prior to submitting a proposal to HTRS that their institution is able to accept grant funding that may be subject to Sunshine Act reporting. Applicants who have questions about the Sunshine Act should ask their institutional Office of Research or other grant administrator for more detail, since regulations can differ by institution and state.

## Preparing an Application

Applicants must submit all required materials by the deadline in order to be considered for the SRA.

Please follow all formatting instructions and submit your application to the HTRS online grant submission site at <https://htrs.smapply.org> on or before **Monday, March 2, 2020 at 11:59 p.m. ET.**

All applications must be submitted on the HTRS grant application site. Applicants should click on "Register" and create an account with their email address for a username and password of choice. (The site allows you to save your work and return to it later.)

The application site will confirm receipt via email. **If you do not receive a submission confirmation email within 24 hours, please contact [HTRS@versiti.org](mailto:HTRS@versiti.org) for confirmation of receipt.**

### Required Components of an Application (to be uploaded with the online application)

#### 1. Application Form

Applicants are required to complete the Application Form available in the HTRS online grant submission site (<https://htrs.smapply.org>). Applicants do not need to provide undergraduate or medical school transcripts.

#### 2. Research Experience

Applicants must list each research experience prior to their proposed SRA project. This list should include the project title, year(s) of the experience, institution, and name(s) of supervisor(s) as well as a brief description (50 words or less) of the research project. While past research experience is not required for the SRA, it is considered during the evaluation process.

#### 3. Personal Statement (200 words maximum)

Applicants should describe their interest in hemostasis/thrombosis research and why they should be considered for this fellowship. Applicants should also include their academic and career goals and how this opportunity will help advance those goals.

#### 4. Research Project Description (2,000 words maximum, excluding references)

The Research Project Description must be written in the applicant's own words. It should address the points listed below, insofar as space permits, and be clear, concise, and well-written.

- Research objectives
- The applicant's specific role in the project
- The experimental approach(es) and method(s) of data analysis that will be used to address the research objectives
- Expected results from the experimental approach(es) and method(s) of data analysis
- Proposed timeline for the 8- to-10 week research period

#### 5. One-page Curriculum Vitae (CV) or resume of the applicant (one page)

6. **Letter of support from the research mentor**, addressed to the HTRS SRA Program Review Committee, which should include:

- The strengths of the applicant and any challenges that the applicant may face as an SRA Recipient
- Ways that the SRA and the proposed research project will advance the student's educational experience
- The research facilities and resources available to the applicant

- A clear explanation of the applicant's role vs. the mentor's role in the research project's concept, design, and implementation. If relevant, specify the specific parts of the project to be carried out by the applicant
- The nature of the regular interactions between the applicant and the mentor. If the mentor is in a different institution than the applicant, an explanation of the communication plan regarding how the mentoring will be accomplished is required
- Ways that the mentor plans to mentor the applicant to improve his/her scientific writing and presentation skills as a result of this project
- Mentors are required to be HTRS members at the time of application. If applicable, they should express their prior involvement and commitment to HTRS, its mission, and the field of hemostasis and thrombosis in their letters

### **Application Formatting Instructions**

If the applicant has questions related to the formatting instructions below, please contact HTRS at [tholzen@versiti.org](mailto:tholzen@versiti.org) or [HTRS@versiti.org](mailto:HTRS@versiti.org) no later than **Monday, February 24, 2020 by 11:59 p.m. ET**, about one week in advance of the application deadline. **Submitted applications will be deemed ineligible if formatting instructions are not followed.**

1. Limit the Research Project Description to 2,000 words, excluding references.
2. References for the Research Project Description:
  - a. May be listed separately from the description but should not exceed two additional pages
  - b. Must be relevant
  - c. Must be listed in the order in which they appear in the Research Project Description
  - d. Must list the first author and all other authors
3. Use an NIH-approved font (Arial, Georgia, Helvetica, or Palatino Linotype), no less than 11 points in size, and 1-inch page margins for the Narrative and references.
4. Single or double spacing is acceptable
5. Only generic names of products/services are allowed; names of brand names and specific companies should not be used

### **Application Review**

Applications submitted on or before **Monday, March 2, 2020 at 11:59 p.m. ET** will be reviewed by the HTRS SRA Program Review Committee. Any reviewer with a direct conflict of interest (such as serving as a current mentor to one of the applicants) is recused from the entire review process. Any reviewer with an indirect conflict of interest (such as a close personal or professional relationship with any applicant, or previous involvement in any applicant's proposed project) is recused from reviewing the specific application in question.

HTRS performs the best possible application review based on data submitted by each applicant. Applications will be reviewed based on the following criteria:

- Academic potential of the project
- Clarity and feasibility of the research proposal
- Applicant's experience and statement of interest in hemostasis and/or thrombosis

## **Announcement of Award Recipients**

The announcement of 2020 HTRS SRA award recipients will be made no later than April 1, 2020. Start and end dates of the 8-to-10 week research projects should be determined by each recipient with input from their mentor. Projects can begin as early as May 11, 2020, but must be completed by March 1, 2021. Award funds will be disbursed by HTRS within 30 days of the date of the notification letter.

## **Questions**

Questions about the HTRS SRA Program should be directed to

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