



Sjögren's Foundation Grant Policy: Partner

Purpose: Funding mechanism for time-sensitive and critical work that falls outside of the Foundation's normal grant cycle and funding opportunities (e.g., Pilot and High Impact Grants). Grant administration and deliverables are not fully controlled and/or managed by the Foundation.

Eligibility:

- Grants are open to U.S.-based investigators.
- Applicants must hold an advanced degree (e.g., MD, PhD, DDS, OD, etc), or be working toward an advanced degree and be supervised by an experienced investigator.
- Foundation Board members are eligible to apply, but must have other investigators on the proposal and participating in the research.
 - If included, the Board member will not be a part of any of the review or decision making aspects of awarding the grant.
- Applicants who have previously been awarded a grant from the Foundation are eligible.
- Institutions are not limited in the number of investigators who apply and are not limited to consecutive awards.
- Companies or for-profit research institutions are ineligible to apply for a Foundation research grant.

Application Process:

- **Due to the nature of the Partner grant, the application process may vary depending on procedures used by the lead funding organization. If the Foundation is acting as the lead organization, the following process will be implemented:**
 - To apply, investigators are asked to send a brief (2-4 page overview) of their proposal to research@sjogrens.org. This should include:
 - Project overview.
 - Explanation of the projected outcomes and their significance.
 - The scientific strengths of the project and how they are applicable to Sjogren's.
 - Any existing gaps in research that the project will address.
 - Justification for the time sensitivity of the project (i.e., why funding outside of the Foundation's normal grant cycle is being requested).
 - Clarification of requested funding amount (i.e., different than the Pilot and High Impact awards).
 - Brief background on the Principal Investigator, to include: Sjögren's research history and/or autoimmune disease research history; research environment; path to Sjögren's research; and copies or links to relevant publications the investigator has authored that are relevant to the work.
 - Once received, Foundation staff and the Foundation's Research Committee will review the concept and:



- Invite the investigator to submit a full application for review; or
- Respond with questions and/or request a meeting to gain further insight into the concept; or
- Decline the application.
- If invited to apply, the investigator will need to supply a detailed timeline and budget for their work, in addition to completing the Foundation's application.
 - Application will require that the principal investigator estimate their paid/unpaid time on the research project.
- Applicants should include a letter from their department chair or dean that confirms any cost-sharing outlined in the application will be covered.
- Applications should demonstrate a clear path for success and high impact for patients.

Review & Decision

- Applications and decisions for Partner grant funding will be reviewed on an as needed and rolling basis.
- The Foundation CEO will determine the financial feasibility of any additional research funding opportunity (in addition to the High Impact and Pilot funding for that fiscal year) based on approved budget, fiscal year projections, and research reserves at the time of request.
- As a Partner grant is time sensitive and/or a different funding request than the Pilot and High Impact grants:
 - the review process will comprise a minimum of two (2) Foundation reviewers if the review is being done in conjunction with another organization or entity.
 - the review process will comprise a minimum of five (5) Foundation reviewers if the review is being done solely by the Foundation.
- All grants are reviewed with five (5) key questions in mind:
 - Will the outcomes of this work have a significant impact on Sjögren's patients?
 - Is the quality of the science high?
 - Is the project highly innovative?
 - Is the investigator qualified to carry out the project?
 - Is the project feasible within the timeframe, budget and capacity of the investigator and institution?
- Any participant in the research grant review process is required to declare any conflicts of interest with the applicant or the applicant's institution and will be recused from reviewing that application.

Duration & Payment Structure

- As a precursor to the project beginning and for the grantee to receive funds, a contract must be executed and will include the detailed elements listed in this Policy. Additional contract



elements may be required by the organization managing the research grant, per the first bullet under 'Application Process.'

- Project duration for Partner grants is variable and will be considered on a case-by-case basis.
- Payments will be provided by the Foundation in four (4) equal amounts throughout the grant cycle.
 - Payments will be remitted when the investigator provides predetermined deliverables (see *Reporting Requirements*).
- No-cost extensions (NCE) will be considered and are allowable if deemed necessary and appropriate.
 - Investigator is required to submit justification in writing for why an NCE is being requested. The request should include the new target date / timeframe for the work to be completed and the purpose and tentative outcomes of the remaining work.
 - Foundation staff and the Chair of the Research Committee will review each request and provide a written response that indicates: approval, denial, or that more information is needed to make a decision.
- Foundation funds may not be used to pay indirect costs or institutional management fees.

Reporting Requirements & Publications:

- **As the Foundation is not responsible for the grant administration and oversight, the reporting requirements may vary.**
 - The partner organizations involved in the grant will determine and provide details on reporting requirements on a case-by-case basis.
- The following will be required by the Foundation, in addition to the agreed upon reporting requirements:
 - Any work published based in part or in whole on the funding received by the Foundation will require:
 - Acknowledgement of the Sjögren's Foundation funding.
 - A copy of the publication provided to the Foundation.
 - Grantees are required to submit lay and scientific summaries of their work for Foundation use in magazines, websites, and research materials. Provided information should include:
 - The purpose of the project.
 - What was learned through the project.
 - What the outcomes mean for Sjögren's and for patients.

Timeline



- Applications and decisions for Partner grant funding will be reviewed on an as needed and rolling basis.

****Please note: Due to the potential variability when partnering with other organizations, the processes noted above may change.***