



## **APPLICATION CHECKLIST**

### **Bernard and Lottie Drazen Memorial Grant for Residents**

AHRF offers up to five \$1,000 awards to otolaryngology residents to support research projects during their residency. To be eligible, residents must be from the Chicago programs (Northwestern, Loyola, University of Illinois, University of Chicago and Rush), or schools represented by members of our Board or Research Committee (Washington University, St. Louis, MO and Medical College of Wisconsin, Milwaukee, WI).

Please use this checklist as a guide as you prepare your online grant application. Your application should include the following:

- Title Page (first page of proposal)
  - Title of research project
  - Principal investigator(s) names
  - Credentials
  - Institution name
  - USPS mailing address
  - Telephone number
  - Email address
  - Financial officer contact information
- Description
  - Brief 2-page description of the project
- Budget
  - Provide a small budget proposal
- Biographical Sketch
  - Provide a 1-2 paragraph biographical sketch for each resident applicant
- Letter of Support
  - Letter of support from the principal investigator(s) working with the resident(s)