



## Frequently Asked Questions

### **Q1: What format rules should I follow in creating my application?**

**A1:** Use the application guidelines and checklist for the grant for which you are applying at <https://www.american-hearing.org/research-grants/grant-process/>

### **Q2a: What margin and font sizes can be used in an AHRF application?**

**A2a:** Margins must be at least one-half inch (1/2") for top, bottom, left, and right. AHRF does not require a specific font; however, it must be at least as large as 11-point Arial. For line spacing, use no more than six lines per vertical inch. If you need more direction, see NIH guidelines for these and similar formatting issues.

### **Q2b: Can a bibliography for references related to the main body be included? If so, does the bibliography count toward the page limits?**

**A2b:** A bibliography or list of pertinent references may be included. This list does not count toward the page count limits.

### **Q3: Can I use my NIH grant application to apply for an AHRF grant?**

**A3:** No. AHRF format is required and AHRF page limits apply. For instance, budget and research plan are limited to the one-year project being requested. Include a biographical sketch for each principal investigator; each biosketch is limited to three pages including relevant publications. However, the NIH biosketch format can be used.

### **Q4: Will my research topic be considered?**

**A4:** To see AHRF-funded topics going back more than 20 years, visit <https://www.american-hearing.org/purpose-impact/ahrf-funded-research/complete-grant-archive/>

### **Q5: I am the PI. Can I request funding for my salary?**

**A5:** No. AHRF grants may not be used for PI salary, travel or overhead expenses.

### **Q6: AHRF shortened much of its application for the 2021 grant cycle. Can I submit an application using the older, longer format?**

**A6:** No. Only applications using the format in effect for 2021 will be considered. This includes a one-page summary (not two pages), bio sketches max three pages, and main body with one



page of specific aims plus up to five pages describing background, significance, methods and subjects.

**Q7: If I receive overlapping funds, can I use those funds for an alternate purpose?**

**A7:** No. Overlapping funds are to be returned to AHRF.

**Q8: Can I request a no-cost extension?**

**A8:** Yes. Approval will depend on reasons for the extension, submission of a new budget for residual funds, and alterations to the original aims for the budget requested.

**Q9: Can I request a renewal of my grant?**

**A9: Yes. The grant will be considered competitively with new grants and will require an entirely new grant proposal, with a report on progress from the first year of the grant.**

**Q10: I am a medical student. Can I request funding?**

**A10:** As a medical student, unless you hold a PhD or AuD, you are not eligible for most AHRF grants at this stage of your career. This applies to AHRF's Birtman, Regular, Meniere's or Causes of Sudden Hearing Loss Grants.

Otolaryngology residents at specific institutions may apply for AHRF's Bernard & Lottie Drazen Memorial Grants (\$1,000). To be eligible in 2021, residents must be enrolled in a Chicago program (Loyola, Northwestern, Rosalind Franklin University, Rush University, University of Illinois, or University of Chicago) or in a school represented by members of our Board or Research Committee (Washington University, St. Louis, MO; University of Miami, FL; Baylor College of Medicine, Houston, TX).

**Q11: I am with an institution outside the United States. Can I request funding?**

**A11:** Funding is limited to universities or hospitals within the U.S. Applicants are not required to be U.S. citizens. However, they must be associated with a U.S. institution.