



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/>

Q2: What margin and font sizes can be used in an AHRF application?

A2: 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.

Q3: Can a bibliography for references related to the main body be included? If so, does the bibliography count toward the page limits?

A3: A bibliography or list of pertinent references may be included. This list does not count toward the page count limits.

Q4: Can I use my NIH grant application to apply for an AHRF grant?

A4: 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.

Q5: Will my research topic be considered?

A5: 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/>

Q6: I am the PI. Can I request funding for my salary?

A6: No. AHRF grants may not be used for PI salary, travel or overhead expenses.

Q7: Can I request funding for travel costs that are related to data-gathering (for instance, for out-of-town participants to travel to the laboratory, or for researchers to travel to test participants) if reasonable?



Q7: If the travel is related to data-gathering, and is not a major part of the budget (less than 10-25%), then it would be allowed.

Q8: In past years, AHRF offered grants in smaller amounts for research that addressed Meniere's disease and the causes of sudden hearing loss. Can I still apply for funding for these topics?

A8: Yes. AHRF donors have specifically supported these topics, and the topics continue to be of special interest to AHRF. Now it's possible to request larger grants for proposals in these areas – up to \$50,000. Proposals that address Meniere's disease or causes of sudden hearing loss will be given special consideration during the review process.

Q9: AHRF shortened much of its application last year. Can I submit an application using the older, longer format?

A9: No. Only applications using the format currently on the AHRF website 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.

Q10: If I receive overlapping funds, can I use those funds for an alternate purpose?

A10: No. Overlapping funds are to be returned to AHRF.

Q11: Can I request a no-cost extension?

A11: 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.

Q12: Can I request a renewal of my grant?

A12: 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.

Q13: I am a medical student. Can I request funding?

A13: As a medical student, unless you hold a PhD or AuD, you are not eligible for the AHRF Discovery Grant.

Otolaryngology residents at specific institutions may apply for AHRF's Bernard & Lottie Drazen Memorial Grants (\$1,000). To be eligible for a 2022 grant, 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).

Q14: I am with an institution outside the United States. Can I request funding?

A14: 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.

Q15: I am associated with a nonprofit research institution in the United States. Can I request funding?

A15: Funding is limited to universities or hospitals within the U.S. Your study may be considered for funding if the primary PI who submits the application is associated with a U.S. university or hospital, is a collaborator, and has responsibility for the funding.