Grant in Aid:
2024 Application Checklist

☐ Submission of the on-line **application** here.

☐ Electronically signed **Mentor Approval** form.

☐ A three to five page **protocol**, excluding the title page, bibliographic references, and appendices. The protocol must include at least one paragraph that explains the project's significance as it relates to the population of South Carolina and the project's impact on clinical practice/process. Surveys and/or data collection tools MUST be attached as appendices.

☐ A project **budget**. Refer to the budget template for further explanation. Note, a retrospective chart review, survey or quality improvement project may only request up to $5,000.

☐ Budget **justification**.

☐ A two-page National Institutes of Health (NIH) **biographical sketch** for each investigator. The NIH Biographical Sketch Format Page and Biographical Sketch Sample may be accessed here: https://grants.nih.gov/grants/forms/biosketch.htm. Note, only a two-page sketch will be accepted for each investigator.

☐ Expected **milestones** (and timing of the milestones), including the project plan for achieving the milestones. Note, the project must be completed in two (2) years or less.

☐ Evidence of **Institution Review Board (IRB)** submission and/or approval for research involving human subjects.

☐ **Letters of support**, including any letters necessary to demonstrate the support of Prisma Health departments and/or outside entities involved in the conduct of the project.

* Forms, templates, examples and other documentation for the Grant in Aid program are available on the Grant In Aid webpage.