American Brain Tumor Association®
Providing and pursuing answers®

Frequently Asked Questions for ABTA Research Grants and Fellowships

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I. Funding Opportunities

I'd like to apply for an ABTA grant. Where can I find more information on submitting an application?

Thank you for your interest in the ABTA's research funding. Please visit the For Researchers page for the most up-to-date information regarding funding opportunities, deadlines, important documents, and anticipated RFA release dates. There, you can also sign up to receive email alerts about the ABTA's grant opportunities!

How do I know if I have already started an application/How do I find an application that I already started working on?

Avoid initiating multiple proposals by editing/viewing the same proposal. You can save your progress multiples times before submitting the final proposal.

To access an initiated proposal:

- Go to https://proposalcentral.com/ and log in on the "APPLICANT OR AWARDEE" tab.
- Click on the "Proposals" tab to see the list of your initiated proposals.
- If you have several proposals, you can filter by setting the Proposal Status drop-down menu to "In Progress."
- Click on "Edit" in the Edit column next to the proposal you would like to edit or view.

Note: To prevent any confusion when submitting proposals or receiving emails from the ABTA, we suggest that you avoid initiating multiple proposals. You must delete initiated proposals that you will not be submitting.

How do I know if I have already submitted an application?

To access a submitted proposal:

- Go to https://proposalcentral.com/ and log in on the "APPLICANT OR AWARDEE" tab.
- Click on the "Proposals" tab to see the list of your initiated and submitted proposals.
- Verify that your LOI or Proposal (Full Application) is submitted in the Status column.
- If you have several proposals, you can filter by setting the Proposal Status drop-down menu to "Submitted."

How do I delete an unsubmitted application?

- Go to https://proposalcentral.com/ and log in on the "APPLICANT OR AWARDEE" tab.
- Click on the "Proposals" tab to see the list of your initiated and submitted proposals. Filter, if needed, using the Proposal Status drop-down menu.
- Click on "Delete" in the far-left column next to the proposal you would like to delete.
- The Delete button will turn red and you must click Delete again to confirm that you want to delete that application.

What is the deadline for application submissions?

General timelines for submission deadlines are outlined in the table below. Actual deadlines will be posted at For Researchers and in ProposalCentral when the opportunities become available.

	Frequency	LOI Due	Application Due
Basic Research Fellowship	Annual	December	Late March
Discovery Grant	Annual	December	Late March
Research Collaboration Grant	Biennial	December	Late March

Jack and Fay Netchin Medical Student Summer Fellowship	Annual	N/A	Mid-January

Can I have an extension on the deadline?

As stated in the Request for Applications (RFA), applicants are strongly encouraged to complete applications with sufficient time to allow for technical difficulties, time zone differences, sickness, travel, etc. It is ABTA's policy not to accept late applications. If you miss the deadline, we encourage you to look for future grant opportunities on our website at For Researchers. There, you can also sign up to receive email alerts about the ABTA's grant opportunities.

May I apply for more than one ABTA grant?

Applicants may submit only one application per grant mechanism each grant cycle; however, applicants may submit applications to more than one ABTA grant mechanism in a grant cycle, should they fit the eligibility criteria for each mechanism; however, you may be the PI/Lead PI on only one ABTA grant at any given time. Therefore, each applicant can only be awarded one grant per grant cycle.

May I apply for a second ABTA grant while holding a currently-funded ABTA grant?

ABTA grantees can be the Lead PI on only one ABTA grant at a time. Current ABTA grantees may apply for an additional ABTA grant; however, if a second grant is awarded and the grant terms would overlap, applicants would have to terminate the existing grant in order to accept the new grant.

May I use an application from a previous year?

ABTA does not distinguish resubmissions from new applications. Applicants may submit any previously submitted, non-funded applications; however, they will be reviewed as new applications.
Note: Applications that are not responsive to the current year RFA will be administratively withdrawn.

My LOI was approved and I will submit a Full Application. Do I need to get new Letters of Support for my Full Application?

The ABTA will accept biosketches and Letters of Support from mentors and Co-PIs that were submitted with the LOI for the Full Application. Applicants should consider carefully whether the content of the letters remains accurate or if additional information is needed. Application attachments from the LOI will not automatically carry into the Full Application and will have to be uploaded again before submitting a Full Application.

My LOI was approved and I will submit a Full Application. May I respond to specific reviewers' questions and/or comments?

Responses to specific questions/comments that reviewers note in the LOI stage may be included in the Project Narrative attachment of the Full Application. However, additional space is not permitted for such responses; the Project Narrative must still adhere to the page limit stated in the Full Application Instructions.

My application was administratively withdrawn. Why has this happened?

The ABTA thoroughly reviews each LOI and Full Application for completeness and eligibility prior to peer review. Applications are administratively withdrawn from consideration for a variety

of reasons. Applicants whose Application is administratively withdrawn will receive an email detailing the reason for withdrawing the application. The most common reasons for withdrawal are:

- Applicant is not eligible for the grant mechanism.
- Missing Letter(s) of Support or signature(s) from Mentor(s).
- Missing biosketches.
- Page limits, text font, page size, and/or page margins of the Project Narrative do not adhere to the format described in the RFA/Application instructions.

When uploading my documents to the application portal, I received a red notification of file corruption or password protection. How do I fix this?

When an error is received, remove the uploaded documents.

- If the file is password protected or encrypted, remove the password requirement or encryption and save as a new document and upload to the Attachments page again.
- If the document is not password protected or encrypted, try generating a new PDF by selecting Print to PDF (not Adobe PDF), save as a new document. Upload the new document to the portal.
- If these efforts do not fix the issue, you may submit your Application. The documents are usually accessible to reviewers; however, the document will not be included in the single PDF file of your Application, which is often the preferred method for most reviewers when reviewing Applications. Reviewers will have to download that document separately when they review your Application.

Note: PDF documents that are inaccessible, such as by password protection or encryption are cause for administrative withdrawal.

Can I delay or defer the start date of my grant?

ABTA considers delays of the grant start date on a case-by-case basis. Generally, brief delays of 1-2 months are allowed (less for Medical Student Summer Fellowships, as the student grants must occur in the summer). Applicants who are awarded a grant and cannot start the grant within the specified time frame must decline the grant and may reapply in a future grant cycle, if they meet the eligibility criteria.

Can indirect costs be charged to an ABTA grant or fellowship?

No, indirect costs are not allowed expenses for ABTA Research Collaboration Grants, Basic Research Fellowships, Discovery Grants, Jack and Fay Netchin Medical Student Summer Fellowships, or Special Project Grants. Please reference the RFAs or the Policies and Procedures for Research Grants and Fellowships, available on the For Researchers page, for the current grant cycle for more details.

Do I need the Grants and Contracts Office to approve/sign my application?

Yes, an institutional signing official (usually a member of the grants/sponsored research office at your institution) must sign your application. See the Signatures section of the RFA or Full Application Instructions for more details.

Note: Many institutions require a minimum of two weeks' notice to sign your application, applicants are highly encouraged to notify their grants office, of their intent to apply for an ABTA grant, well in advance of the application deadline.

Can you tell me when the funding decisions will be released?

Applicants will be notified by email in **late July/early August** for ABTA Research Collaboration Grants, Discovery Grants, and Basic Research Fellowships. ABTA Jack and Fay Netchin Medical Student Summer Fellowship applicants will be notified in **late April/early May**. Public announcements of the awarded grants typically follow within 1-3 months of notifying the applicants.

How many grant applications did ABTA receive last cycle? Where did my application rank?

ABTA does not provide specific information related to the funding rate, ranking, or number of applications received for any grant mechanism. Final allocations of funding for research are based on available funds, and we are committed to funding as many meritorious research grants as possible. A listing of our recently funded research grants is available at https://www.abta.org/research/research-funding-impact-2/.

I am not a U.S. citizen. Am I eligible for an ABTA research grant?

Yes, applicants are not required to be U.S. citizens or residents to apply for an ABTA research grant.

Will there be any exceptions to the eligibility requirements for an ABTA research grant?

Refer to the current RFA for specific eligibility information for each grant mechanism. Exceptions may be granted for a documented leave of absence from research, such as parental leave or other documented, well-justified leave from research of generally less than twelve months. To get an exception, applicants must send a request to grants@abta.org prior to the application deadline and include their biosketch along with a description of the leave and how it will be documented within the application.

How do I know if my institution is a non-governmental institution?

At this time, we are not able to support investigators at governmental institutions. If the only government funding your institution receives for research is through competitive grants or a similar funding and it is a non-profit institution, then it is eligible. If your institution receives direct, non-competitive support from the government, then it is not eligible.

Can I appeal the funding decision?

Each application is rigorously reviewed by a committee of scientific experts, and it is our policy not to re-review proposals. If your proposal is not funded in this grant cycle, we encourage you to look for future grant opportunities on the For Researchers page.

Does the ABTA require Open Science practices?

The ABTA requires journal articles resulting from ABTA funding be made freely available in PubMed Central within 12 months of publication. Data sharing is required for "omics" data within 12 months of the end of the grant term. Costs related to data sharing may be included in the budget for your ABTA grant. All applicants for Basic Research Fellowships, Discovery Grants

and Research Collaboration Grants are required to submit a **Data Management and Sharing Plan** as part of their application (optional for Medical Student Summer Fellowship applicants). For more information, see our Open Science Policy (Appendix C of the *ABTA Policies and Procedures for Research Grants and Fellowships*) and our Open Science FAQs. All of these documents can be found in ProposalCentral and on the For Researchers page

How do I become a reviewer?

Thank you for your interest in being a scientific reviewer for the ABTA. We are always open to adding new reviewers to our panels. If you are interested in serving as a reviewer, please contact the ABTA Research Programs by email at grants@abta.org. Please include an updated biosketch and link to your institutional profile or lab webpage.

Does the ABTA have a policy on the use of Artificial Intelligence (AI) Technologies to develop my grant application?

Yes, the policy can be found on the For Researchers and in Appendix D of the ABTA Policies and Procedures for Research Grants and Fellowships.

II. Discovery Grants

What are Discovery Grants?

Discovery Grants are one-year, $50,000 grants for high-risk/high-impact projects deemed to have the potential to change current diagnostic or treatment paradigms for adult and pediatric brain tumor care. These grants are intended to support early-stage ideas and to provide seed funding for investigators to develop the additional preliminary data needed to secure a larger grant.

How do I apply for an ABTA Discovery Grant?

Applications for Discovery Grants are pre-screened by a Letter of Intent (LOI). Selected LOI applicants will be invited to submit a full application. The ABTA grant application portal opens in **early November**. Discovery Grant LOIs are due in **December**. Please visit For Researchers for the most up-to-date information.

Invitations to submit a full application will be extended by e-mail in **February** and will include application instructions.

How do I apply for an ABTA Discovery Grant if I did not submit a Letter of Intent?

A LOI is required as part of the application process for ABTA Discovery Grants. Full applications are only accepted by invitation following a successful LOI. Should you miss the LOI deadline, you are welcome to apply in the next funding cycle if you meet the eligibility criteria.

Do I need to have a faculty position to apply for an ABTA Discovery Grant?

Applicants must be in a faculty position at the time of the LOI application submission. Applicants cannot have been in a faculty position for more than eight years at the start of the grant term. Please refer to the current RFA for full eligibility criteria. Confirm that your institution considers your position equivalent to a faculty position. The Letter of Support (LOS) from the Institution,

submitted by the department head as part of the Full Application, should confirm the position held by the Applicant.

The faculty-level or equivalent positions at my institution don't follow traditional titles. Am I eligible to apply for a Discovery Grant?

Researchers who hold a doctoral degree, hold a position that is equivalent to a faculty position such as the head of a laboratory or group, are an independent investigator, or have a mentored position (such as instructor) which is considered faculty at the Lead Institution, and have not been in such a position for more than eight years at the start of the grant term, are eligible to apply for Discovery Grants, provided that they and their institution meet all the other eligibility criteria listed in the RFA. Confirm that your institution considers your position equivalent to a faculty position. The Letter of Support from the institution, submitted by the department head as part of the full application, should confirm that the position held is equivalent to a faculty position/independent investigator.

How many collaborators can I include in my Discovery Grant application?

There is a limit of two Key Collaborators that must provide biosketches and Letter of Support. If more than two collaborators are required for you to be able to successfully complete your project, you may email grants@abta.org for approval prior to the LOI deadline. The date by which you must seek this approval will be listed in the RFA . You must provide justification for all collaborators listed in your application (i.e., specific resources or time, directly related to the aims of the project). Collaborators who will provide "support as needed" or other non-specific contributions will not be considered.

The mentor on my application is also my department chair, can I submit just one letter for both the letter of support from the mentor and the letter of support from the institution, for my full application?

No, each letter of support should contain different information; therefore, the mentor/department chair must provide a separate letter of support for each role on the grant. Please refer to the RFA for details on what to include in each letter of support.

III. Basic Research Fellowships

What are Basic Research Fellowships?

The Basic Research Fellowships are two-year, $100,000 grants supporting postdoctoral fellows entering careers dedicated to the field of brain tumor research. By providing funding to fellows under the guidance of a mentor, ABTA hopes to ensure that a diverse pool of well-trained scientists remain in the field and emerge as the next generation of scientists leading the field of brain tumor research.

How do I apply for a Basic Research Fellowship?

Applications for Basic Research Fellowships are pre-screened by Letter of Intent (LOI). Selected LOI applicants will be invited to submit a full application. The ABTA grant application portal opens in **November**. Basic Research Fellowship LOIs are due in **December**. Please visit For Researchers for the most up-to-date information.

Invitations to submit a full application will be extended by e-mail in **February** and will include application instructions.

How do I apply for a Basic Research Fellowship if I did not submit a Letter of Intent?

A LOI is required as part of the application process for Basic Research Fellowships. Full applications are only accepted by invitation following a successful LOI. Should you miss the LOI deadline, you are welcome to apply in the next funding cycle if you meet the eligibility criteria.

My PhD will not be conferred by the time of application, but my coursework will be complete. Am I eligible for a Basic Research Fellowship?

Applicants must have their doctorate conferred no later than the Letter of Intent submission deadline, typically in December). Actual deadlines will be listed in the RFA.

I have a doctoral degree, but I have not started my postdoctoral position. Am I eligible to apply for the Basic Research Fellowship?

Applicants who are not yet at their mentor's institution by the date of LOI submission are not eligible to apply for Basic Research Fellowships. Please refer to the Request for Applications in the year that you are applying for more information, including the specific date for the LOI deadline.

May I have two Fellowship mentors?

Basic Research Fellowships allow for up to two mentors to be included in the application. One mentor must serve as the Lead Mentor, be at the same institution as the applicant and conduct brain tumor research. A single Co-Mentor is optional for all Basic Research Fellowship applicants, is not required to be at the same institution as the applicant, and does not need to have a track record of brain tumor research, but should provide additional expertise and mentorship. Each mentor must submit a Letter of Support and a biosketch as part of the Letter of Intent submission. Please refer to the Request for Applications for additional information.

How many collaborators can I include on my Basic Research Fellowship application?

There is a limit of two external collaborators that must provide biosketch and Letter of Support at the Full Application stage. Collaborators who are located within the same institution as the PI and Lead Mentor are not allowed to submit a biosketch and Letter of Support. Internal Collaborators' roles must be described in the project narrative, budget justification and in the Lead Mentor's Letter of Support.

Can my mentor or other lab members take salary support from an ABTA Fellowship?

No, salary support for personnel other than the Applicant/PI is not allowed for ABTA Basic Research Fellowships.

One of the mentors on my application is also my department chair. Can I submit just one letter instead of a separate letter of support from the mentor and letter of support from the institution, for my full application?

No, each letter of support should contain different information; therefore, the mentor/department chair must provide a separate letter of support for each role on the grant. Please refer to the RFA for details on what to include in each letter of support.

IV. ABTA Research Collaboration Grants

What are ABTA Research Collaboration Grants?

ABTA Research Collaboration Grants are two-year, $200,000 grants and are intended to promote team science in a way that will streamline and accelerate progress and effect the desired change in clinical outcome for brain tumors. The research projects under this mechanism must be conducted by a team of two co-principal investigators (Co-PIs) from distinct institutions.

How do I apply for an ABTA Research Collaboration Grant?

Note: ABTA Research Collaboration Grant Request for Applications (RFAs) are typically posted every other year.

Applications for ABTA Research Collaboration Grants are pre-screened by Letter of Intent (LOI). Selected LOI applicants will be invited to submit a Full Application. When offered, ABTA Research Collaboration Grant RFAs are posted in November and LOIs are due in December. Please visit For Researchers page for the most up-to-date information.

How do I apply for an ABTA Research Collaboration Grant if I did not submit a Letter of Intent?

A LOI is required as part of the application process for ABTA Research Collaboration Grants. Full applications are only accepted by invitation following a successful LOI. Should you miss the LOI deadline, you are welcome to apply in the next funding cycle in which ABTA Research Collaboration Grants are offered should you meet the eligibility criteria.

Can Co-PIs from the same institution apply for an ABTA Research Collaboration Grant?

ABTA Research Collaboration Grants are intended for inter-institutional collaborations only. Therefore, the Lead PI and the Co-PI must be from two distinct institutions.

How many collaborators can I include in my ABTA Research Collaboration application?

There is a limit of three Key Collaborators that must provide biosketches and Letter of Support for the full application. This does not include Co-Principal Investigator. If more than three collaborators are required for you to be able to successfully complete your project, you may email grants@abta.org for approval prior to the LOI deadline. Refer to the RFA for the deadline by which approval must be sought. When requesting approval, you must provide justification for all collaborators listed in your application (i.e., specific resources or time, directly related to the aims of the project). Collaborators who will provide “support as needed” or other non-specific contributions will not be considered.

Which institution should be designated as the Lead Institution when applying for an ABTA Research Collaboration Grant?

The Lead Institution is the Institution where the Lead PI has a faculty position. The Lead Institution must be a non-profit, non-governmental institution in the U.S. or Canada and must agree to adhere to *ABTA’s Policies and Procedures for Research Grants and Fellowships*, located at the top of the For Researchers page. The Lead Institution will serve as the administrator of the Grant funds and will hold responsibility for the management of the budget and submission of all required documents and reports.

Do I need to have a faculty position to apply for an ABTA Research Collaboration Grant?

Applicants (Lead PI and Co-PI) are required to be in a faculty position at the time of LOI application submission. Lead PIs cannot have been in a faculty position for more than ten years at the start of the grant term. Please refer to the current RFA for full eligibility criteria. Confirm that your institution considers your position equivalent to a faculty position. The Letter of Support (LOS) from the Institution, submitted by the department head as part of the full application, should confirm the position held by the applicant.

My institution is not an academic institution and does not have faculty positions. Am I eligible to apply for a Research Collaboration Grant?

Researchers who conduct their research at a non-academic research institution but hold a doctoral degree, have a position that is equivalent to a faculty position such as the head of a laboratory or group, are an independent investigator, or have a mentored position (such as instructor) which is considered faculty at the Lead Institution, and have not been in such a position for more than eight years at the start of the grant term, are eligible to apply for Research Collaboration Grants, provided that they and their institution meet all the other eligibility criteria listed in the RFA. The Letter of Support from the institution, submitted by the department head as part of the full application, should confirm that the position held is equivalent to a faculty position/independent investigator.

V. ABTA Jack & Fay Netchin Medical Student Summer Fellowships

What are ABTA Jack and Fay Netchin Medical Student Summer Fellowships?

ABTA Jack and Fay Netchin Medical Student Summer Fellowships are $3,000 grants, awarded to currently enrolled medical students, to spend a summer conducting brain tumor research with an established scientist-mentor. The intent of this mechanism is to empower talented medical students to pursue a career in neuro-oncology research. Medical Student Summer Fellowship applications are due in **mid-January**. Please visit the For Researchers page for the most up-to-date information.

May I have two mentors on my Medical Student Summer Fellowship application?

Medical Student Summer Fellowships allow for up to two mentors to be included in the application. One mentor must serve as the Lead Mentor, be located at the institution where the medical student will conduct the research project and currently conduct brain tumor research. A Co-Mentor is optional for all applicants, is not required to be at the same institution as the applicant, and does not need to have a track record of brain tumor research, but should provide additional expertise and mentorship. Each mentor must submit a separate Letter of Support and a biosketch. Please refer to the Request for Applications for additional information.

Will the ABTA pair me with a mentor in the brain tumor field for an ABTA Jack and Fay Netchin Medical Student Summer Fellowship?

No, applicants must seek out a mentor in the brain tumor field on their own. Students interested in applying are encouraged to seek out a mentor early in order to develop the project proposal and gather all required documents in advance of the submission deadline.

Can my Lead Mentor's lab be at a separate institution from my Medical School?

Applicants may conduct their summer research project at a different institution where the Lead Mentor is conducting brain tumor research, provided the institution, applicant, and mentor are eligible. The institution where the research will be conducted should be designated as the Lead Institution on the application and must sign the application. Refer to the current RFA for specific eligibility information.

Note: If you will travel to the United States or Canada from another country for your project, and will need a visa, the process can take six months or more, and proper planning needs to be considered in order to adhere to the fellowship timeline. Per the US Department of State, whether you need a visa will depend on your country of origin, length of stay, whether you will be paid by a U.S institution, and the nature of the activity for your visit. Applicants should work with the Lead Institution to ensure that the visa can be secured in time for the start of the grant. You will not be able to use grant funds to cover visa costs.

Can my mentor take salary support from an ABTA Jack and Fay Netchin Medical Student Summer Fellowship?

No, salary support for personnel other than the Applicant/PI is not allowed for Medical Student Summer Fellowships.

Can the funding be used for supplies, services, or for attending a meeting?

Funds may be used to buy supplies for the project, core facility use, and can be used to attend a scientific meeting, for the purposes of presenting findings or career development.

Note: Only expenses incurred during the grant term will be covered by the grant funds.

One of the mentors on my application is also my department chair. Can I submit just one letter instead of a separate letter of support from the mentor and letter of support from the institution?

No, each letter of support should contain different information; therefore, the mentor/department chair must provide a separate letter of support for each role on the grant. Please refer to the RFA for details on what to include in each letter of support.