



Klarman Family Foundation Grants Program in Eating Disorders Research

2010 Grant Cycle

Administered by The Medical Foundation, *a division of Health Resources in Action*

Terms of the Award

Award Amount and Funding Period: Two-year awards totaling \$400,000 USD (\$200,000 per year) and one-year pilot studies of up to \$150,000 USD will be awarded for the funding period of June 1, 2010 – May 31, 2012 and June 1, 2010 – May 31, 2011 respectively. The start date may be postponed for up to three months without a formal request. Longer delays must be approved by The Medical Foundation, *a division of Health Resources in Action* (Boston, MA), administrator of the Klarman Family Foundation Grants Program in Eating Disorders Research.

Second year funding is contingent upon the timely submission of Progress and Financial reports and a satisfactory assessment of the Award Recipient's progress by the Scientific Review Committee.

Awards are made to nonprofit academic, medical or research institutions throughout the United States, Canada and Israel on behalf of the Award Recipients. The Award Recipient Institution is responsible for administering the award and maintaining adequate supporting records and receipts of expenditures. It is also the responsibility of the Award Recipient Institution to make sure that all approvals regarding use of animals or human subjects are in place prior to releasing any award funds. The signature of the Authorized Institutional Representative on the Application Face Sheet confirms this oversight.

Institutional Assurances: Award Recipients must adhere to all national, state and local regulations regarding the use of animals, radioactive or hazardous materials, and recombinant DNA in their research projects. If applicable, Recipients are expected to adhere to all national, state and local regulations regarding human studies, including informed consent. If research projects involve human subjects, applicants are required to commit to storing blood on all study participants for future GWAS analyses. The appropriate national, state, and local guidelines with regard to scientific misconduct must also be in place and enforced at all institutions with which its award recipients are affiliated.

Financial Responsibilities of Award Recipient Institution: The Award Recipient Institution will keep systematic records of all expenditures relating to this award. Vouchers consisting of bills, invoices, cancelled checks, receipts, etc. will be retained by

the Institution for three (3) years after the close of the award period and will be available for inspection by representatives of the Klarman Family Foundation during normal business hours and upon reasonable notice throughout this period. The Klarman Family Foundation may, at their expense, examine, audit, or have audited the records of the Institution insofar as they relate to activities supported by this award.

Use of the Award Funds and Payment Schedule: The laws of the United States place certain restrictions on the manner in which funds awarded to organizations by charitable trusts and foundations may be expended. The award from the Klarman Family Foundation may be used to support salaries and fringe benefits; laboratory and data processing supplies; other direct expenses including equipment; travel to scientific meetings, and publication of scientific data.

Salaries must be in proportion to the percent effort on the research project. However, percent effort may exceed the percent of total compensation requested from the Klarman Family Foundation. Funds may not be used for new construction, the renovation of existing facilities, general operating costs or fundraising, accumulated deficits or endowments.

Indirect costs (institutional overhead) may not exceed 10% of direct costs or \$18,182 each year for the \$400,000 award and up to \$13,634 for the maximum \$150,000 one-year pilot study. The grant monies which have been awarded, including any interest earned thereon, may only be used for the purposes stated in this agreement.

Award payments for Year 1 of the \$400,000 award will be made in two equal installments on or before June 1, 2010 and on or before December 1, 2010. Award payments for Year 2, if approved, will also be made in two installments on or before June 1 and December 1, 2011. Award payments for the one-year pilot studies will be made in two equal installments on or before June 1, 2010 and on or before December 1, 2010.

Reporting Requirements: On February 15, 2011, Award Recipients must submit a Research Progress Report and a Financial Expenditures Report. Final Scientific and Fiscal Reports are due sixty (60) days following termination of the award period.

The Award Recipient will receive an email reminder, including the forms and format for these reports, approximately three weeks prior to their due dates. It is the responsibility of the Award Recipient to email the Expense Report Form to the Fiscal Officer and ensure that both reports are emailed to the Program Officer, Gay Lockwood at glockwood@hria.org.

Re-Budgeting: Expenditures are expected to be within reasonable range of the Budget that was submitted with the application. Requests for re-budgeting or reallocation of grant funds over \$20,000 must be conveyed by email to the Program Officer and include the current allocation of funds along with specific detail and justification for the reallocation.

Carryover of Funds and No-Cost Extension: For the two-year awards, any funds remaining at the end of Year 1 of the award period may be carried over to Year 2. For both the one and two-year awards, a **no-cost extension** for **up to nine months** may be granted upon email notification to the Program Officer. This communication

must include an explanation for the extension, the unexpended balance, and a timeline for expenditure of the remaining funds. A final report is due at the completion of the extension period. Any portion of the award not expended at the conclusion of the extended project period must be returned to The Medical Foundation division within thirty (30) days.

Transfer or Termination of Award: In the event that the Award Recipient leaves his/her Institution, the award is not transferable without prior approval of The Medical Foundation division. If the project is terminated for any reason, any unused funds must be returned to The Medical Foundation division within thirty (30) days.

Unused Funds and Reversion: Should any of the following events occur, The Medical Foundation division, on behalf of the Klarman Family Foundation, may demand repayment of all unexpended portions of the award; moreover, all unpaid installments may be cancelled.

- A determination, preliminary or otherwise, is made by the United States Internal Revenue Service, or foreign equivalent of a tax collection and tax law enforcement agency, that the award does not constitute a qualifying distribution.
- The Award Recipient Institution fails to perform any of its duties, in the judgment of The Medical Foundation division or its Scientific Review Committee, required by the Terms of this award.
- The Award Recipient Institution ceases to be exempt from income taxes under the Internal Revenue Service Code, or foreign equivalent, or becomes a private foundation.
- There is a material change in the purpose, character, or method of operation of the Award Recipient Institution such as to jeopardize its tax status.

Patents, Copyright and Intellectual Property: Discoveries resulting from the research projects supported by the Klarman Family Foundation will be available publicly, without restriction on scientific use. Intellectual property that may result from these research projects will be made freely available for royalty free licenses to anyone who requests this. The Klarman Family Foundation will not retain any rights to published outcomes or patents that result from the research.

Confidentiality and Third Party Release: Application materials, Scientific Progress Reports and Final Reports are considered confidential. The Medical Foundation division engages third parties who have the necessary expertise to review the submitted materials and evaluate each project. Although the division endeavors to protect the confidentiality of the reports by requiring reviewers to sign confidentiality agreements, confidentiality cannot be guaranteed. The division is not responsible for any consequences resulting from the disclosure of the content of these materials to such third parties.

The Medical Foundation division reserves the right to public acknowledgement of award information (recipient name, institution, project title, award amount, project

summary). Award information may be made available at www.tmfgrants.org and other affiliated organization websites, printed publications and other media.

Scientific Meetings and Publications: Award Recipients will be expected to present a summary of their research progress at an annual Klarman Family Foundation scientific meeting. Travel expenses will be reimbursed.

Award Recipients are also expected to share research findings in a timely manner through professional meetings and/or publications. Publications or presentations resulting from research work supported by the award must acknowledge support from the **Klarman Family Foundation**.

Additional Support: Awards from the Klarman Family Foundation Grants Program in Eating Disorders Research are made for a period of one or two years. In making this award, the Klarman Family Foundation assumes no obligation to provide additional support to the Award Recipient.

Contact Information

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