

AAI Early Career Faculty Travel Grant

Application Deadline: January 12, 2015



AAI is pleased to offer travel grants to early career investigators to assist them in attending the AAI annual meeting.

ELIGIBILITY

To be eligible, an applicant must be a **Regular or Associate AAI member paid through the end of 2015** and hold an appointment of **Assistant Professor** or equivalent. Postdoctoral fellows, other trainees, and senior faculty (associate professor and above) are not eligible. Applicants are not required to be an author on an abstract; however, preference will be given to those who are. Applications will be considered in the order of submission. The number of awards will be limited based on available funding.

AWARD

Recipients will receive a travel grant of up to \$1,250 for registration and travel expenses associated with attending the AAI annual meeting. This grant may not be combined with other AAI awards or grants for IMMUNOLOGY 2015™.

APPLICATION INSTRUCTIONS

Please submit award application by logging into your AAI member account at https://aai.org/cvweb_aai/MainLogin.shtml, choosing Award Application in the Member Services menu, and selecting Apply Now for the applicable award in the award list. **All documents should be uploaded as a single combined PDF file with a file name of less than 35 characters.** Please be aware that the single, combined PDF must be no larger than 20MB. Packages that are not complete will not be considered.

Please include the following in the application package:

1. A cover letter clearly designating "AAI Early Career Faculty Travel Grant" and including the following information:
 - Full name (first, middle initial, last)
 - Title and affiliation
 - Current mailing address, phone number, fax number, and e-mail address
 - Title and ID number of abstract submitted to IMMUNOLOGY 2015™, or state "NO ABSTRACT SUBMITTED"
2. Applicant's curriculum vitae, including current funding and past AAI awards (NIH Biosketch style)
3. A completed [Funding Confirmation Form](#) signed by Department Chair or Dean
4. A copy of the abstract submitted to IMMUNOLOGY 2015™ (if applicable)

Applications will be accepted beginning November 12, 2014. Complete application packages must be received by 11:59 PM E.S.T. on January 12, 2015. Packages must be uploaded as a single combined PDF file through your AAI member account at https://aai.org/cvweb_aai/MainLogin.shtml. Incomplete application packages or applications that do not comply with the stated instructions will not be considered. AAI will not accept materials sent separately, through regular mail, or by email.

To view a complete listing of AAI Awards and past recipients, visit:
<http://www.aai.org/awards>.



The American Association of Immunologists

Funding Confirmation Form Instructions

The Funding Confirmation Form (FCF) is intended to provide AAI with accurate documentation of your research funding portfolio for the indicated fiscal year. This information is used to determine your financial eligibility for several AAI programs. Please review the following instructions before you fill out the FCF to ensure that you provide correct and complete funding information. **Any application submitted with an incomplete FCF will not be considered for award.**

A filled-in sample of the “**Research Support**” portion of the FCF has been provided below for your reference:

Grant type/number	Funding organization	Funding period	Role (e.g., PI, co-I)	Direct costs for FY 2015 (in U.S. \$)
<i>Ex 1:</i> R01 AI160-09	NIAID/NIH	9/5/14-8/31/17	PI	\$112,208
<i>Ex 2:</i> 156478913	NSF	2/5/12-5/8/15	Co-PI	\$8,034
<i>Ex 3:</i> 14PAI16114	Amer. Heart Assoc.	No-cost ext.	PI	\$42,548
<i>Ex 4:</i> Start-up Funds	University of XYZ	Unlimited	PI	\$82,548
<i>Ex 5:</i> 14SIC184	McIver’s Cancer Trust	8/1/14-7/31/16	PI	\$0 (PI salary only)
Total				\$245,338

Instructions:

- Under “Grant type/number,” please list the names or numbers of all mechanisms of support individually, including federal, state or private grants; departmental support; start-up funds; and other support. You must also list grants on which you are a co-investigator and grants that are under no-cost extension. Please list both funding mechanisms that have allocations for direct costs (see *Ex 1-4* in the above sample) and those that do not provide money for direct costs (see *Ex 5* in the above sample).
- Under “Funding organization,” write the name of the funding body that provided you with each funding mechanism. The names of well-known organizations, including government institutions and large non-profits may be abbreviated (see *Ex 1-3*), but please write out the names of less well-known funding bodies (see *Ex 5*).
- Under “Funding period,” please write the total duration of the award from the start date to the end date using the format MM/DD/YY–MM/DD/YY (see *Ex 1-5*).
- Under “Role,” please indicate your designated title for each funding mechanism. Common roles include PI, co-investigator (co-I), mentor, coordinator, or adviser.
- Under “Direct costs for FY 2015” please indicate the amount of money allocated for research use from each funding mechanism in fiscal year 2015, beginning 7/1/14 and ending 6/30/15. If your institution operates on a different fiscal year schedule, please provide an estimate for funds that will be allocated for research use during 7/1/14– 6/30/15.
 - For grants operating under no-cost extension, please specify the amount of funds remaining.
 - For grants on which you are a co-investigator, please indicate only the amount of funds that are allocated for your specific research use. Do not provide the total amount of funds allocated to the group.
 - Please exclude funds dedicated to PI salary (see *Ex 5*) for each funding mechanism listed.
- The FCF form must be signed by the department chair or dean to certify that the applicant’s funding status is accurate. If you are the department chair or dean, you must have your supervisor sign the form.