**Spring 2025 Request for Applications**

**SEED AMPLIFICATION ASSAY INNOVATION PROGRAM**

APPLICATION instructions and checklist

## **HOW TO USE THIS DOCUMENT:**

1. Review the **RFA Application Instructions** document (provided separately).
2. Complete this application template. You may delete any instructional text but retain all section headings.
3. Save the final version as a PDF and upload it to your online application in the Grant Portal.

APPLICATION INFORMATION

PRINCIPAL INVESTIGATOR Click here to enter text.

INSTITUTION Click here to enter text.

PROJECT TITLE Click here to enter text.

General FORMATTING GUIDELINES

* Use letter-size pages (8.5 x 11 inches)
* Minimum of one-inch margins on the top, bottom, and both sides of every page
* 11-point font

Scientific narrative

**REQUIRED CONTENT** – Please complete each section under the provided narrative headings in this template. You may delete instructional text, but all narrative headings must be completed for review purposes.

**Page limit:** 5 pages total, which must include:

* **Project Summary** (300 words maximum)
* **Summary of Assay/Technology**
* **Study Plan**
* **Biosample Access and Application**
* **Impact Statement**
* **Project Timeline and Milestones**

**Additional Content:** Up to 2 pages of Literature Citations may be included (not part of the 5-page limit).

### PROJECT SUMMARY

Provide a concise summary of your project’s objectives and explain how your work addresses the unmet needs highlighted in this RFA:

1. Development of quantitative aSyn SAA, and/or
2. Optimization of a-Syn SAA for use in peripheral fluids and tissues

### SUMMARY OF ASSAY/TECHNOLOGY

Outline the assay or technology being proposed, including its current development stage (ex. development, optimization, analytical validation, clinical validation). Describe key assay characteristics, assay validation parameters and supporting data where appropriate (these may include, but are not limited to, assay dynamic range, precision, sensitivity, specificity, test/retest reliability and effect of pre-analytical variables). Include any preliminary data.

### STUDY PLAN

Summarize the study design, the proposed work and associated data analysis plan in a clear and organized manner. Identify **key technical risks and go/no-go milestones** associated with the proposed work, including any considerations and/or strategies to mitigate risks.

### BIOSAMPLE ACCESS AND APPLICATION

Please note that projects with access to existing human biosamples will be prioritized. However, sample requests from MJFF-sponsored studies will be considered*.*

**Access to Existing Biosamples**

Yes  No

If yes, specify the samples and how they will support your project (how many, which groups, what biofluids, etc).

**Request for MJFF Biosamples**

Yes  No

If requesting MJFF samples, please refer to the MJFF biorepository [website](https://mjffbiobank.org/#!/)  [and [biorepository inventory catalogue](https://mjffbiobank.org/#!/biospecimens-and-data).](https://mjffbiobank.org/#!/biospecimens-and-data)

[Clearly outline the types and volumes needed, broken down by cohort (ex. 200 µL of plasma from 50 idiopathic Parkinson’s disease (iPD), 50 LRRK2-PD, 50 REM sleep behavior disorder (RBD), and 50 healthy control (HC) subjects). Explain how these samples will be utilized. Justify the number and types of samples requested (including any relevant clinical characteristics, etc). Applications with favorable reviews will receive instructions on submitting a formal biospecimen request. If approved for MJFF samples, investigators will be required to deposit all data from use of the samples into an MJFF database available to the wider research community.](https://mjffbiobank.org/#!/biospecimens-and-data) *[(Note that samples are typically sent blinded and unblinding is performed as part of the data return process.)](https://mjffbiobank.org/#!/biospecimens-and-data)*

### [IMPACT STATEMENT](https://mjffbiobank.org/#!/biospecimens-and-data)

[Explain how your project and technology address the unmet needs or challenges described in this RFA. Highlight the unique aspects and potential advantages compared to existing assays. How will the proposed work accelerate clinical trials?](https://mjffbiobank.org/#!/biospecimens-and-data)

### [PROJECT TIMELINE AND MILESTONES](https://mjffbiobank.org/#!/biospecimens-and-data)

[Please provide a feasible timeline of milestones and their estimated completion dates demarcated in separate milestone periods. For example, list what you realistically hope to achieve within three months or within six months. Include relevant go/no-go decision points.](https://mjffbiobank.org/#!/biospecimens-and-data)

### [LITERATURE CITATIONS](https://mjffbiobank.org/#!/biospecimens-and-data)

[You may use number formatting in the scientific narrative section to reduce word count. Please use a citation format in the bibliography that lists](https://mjffbiobank.org/#!/biospecimens-and-data) **[all](https://mjffbiobank.org/#!/biospecimens-and-data)** [author last names (i.e., “Smith S, Cox A, Napolitano R, Patel R,” not “Smith et al.”).](https://mjffbiobank.org/#!/biospecimens-and-data)

[Budget Narrative](https://mjffbiobank.org/#!/biospecimens-and-data)

[The budget template can be downloaded from the](https://mjffbiobank.org/#!/biospecimens-and-data) **[Attachments](https://mjffbiobank.org/#!/biospecimens-and-data)** [tab of the online application, where it will also be uploaded. There is no page limit for this section.](https://mjffbiobank.org/#!/biospecimens-and-data)

[BUDGET JUSTIFICATION](https://mjffbiobank.org/#!/biospecimens-and-data)

1. [Provide a brief description of the roles and responsibilities of key personnel on the project. All individuals listed in the Team Information Grid in the grant portal must be detailed here. Consultants and sub awardee organizations should be described as well.](https://mjffbiobank.org/#!/biospecimens-and-data)
2. [Provide a justification of key budget items, specifying their relevance to the project (for example, recruitment and retention costs). For a list of allowable and unallowable costs, refer to the](https://mjffbiobank.org/#!/biospecimens-and-data) [[Team and Budget Guidelines document](https://mjffbiobank.org/#!/biospecimens-and-data)](https://app.getguru.com/card/cGq4LAki/MJFF-Team-and-Budget-Guidelines)[.](https://mjffbiobank.org/#!/biospecimens-and-data)
3. **[Non-US based institutions:](https://mjffbiobank.org/#!/biospecimens-and-data)** [the exchange rate between local currency and USD should be calculated at the time of application. Please list the exact exchange rate, the date the rate was calculated and the source of information.](https://mjffbiobank.org/#!/biospecimens-and-data)

[OTHER FUNDING SOURCES](https://mjffbiobank.org/#!/biospecimens-and-data)

1. **[This is required for the principal investigator and all co-principal investigators.](https://mjffbiobank.org/#!/biospecimens-and-data)** [Include both current and pending funding sources. For each grant, include the title, funding source/ funder name, a brief abstract, annual amount of grant, funding period and percentage effort of the investigator in the chart below. You may adjust margins, add or delete lines as necessary.](https://mjffbiobank.org/#!/biospecimens-and-data)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **[Title](https://mjffbiobank.org/#!/biospecimens-and-data)** | **[Funding Source/ Funder](https://mjffbiobank.org/#!/biospecimens-and-data)** | **[Brief Abstract](https://mjffbiobank.org/#!/biospecimens-and-data)** | **[Annual Amount of Grant](https://mjffbiobank.org/#!/biospecimens-and-data)** | **[Funding Period](https://mjffbiobank.org/#!/biospecimens-and-data)** | **[Percentage effort](https://mjffbiobank.org/#!/biospecimens-and-data)** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. [If the principal investigator and/or co-principal Investigators’ total time commitment exceeds 100% please explain in detail how this will be managed.](https://mjffbiobank.org/#!/biospecimens-and-data)
2. [If applicable, specifically state whether there is scientific overlap with the current application; and where there is overlap, please explain.](https://mjffbiobank.org/#!/biospecimens-and-data)
3. [If the principal investigator and/or co-principal investigators have no other funding (current or pending), a statement should be included to specify this.](https://mjffbiobank.org/#!/biospecimens-and-data)

[Supporting materials](https://mjffbiobank.org/#!/biospecimens-and-data)

### [FIGURES AND/OR PHOTOGRAPHS](https://mjffbiobank.org/#!/biospecimens-and-data)

[You may insert one additional page of figures, photographs or other supporting data.](https://mjffbiobank.org/#!/biospecimens-and-data)

### [RELEVANT ARTICLES](https://mjffbiobank.org/#!/biospecimens-and-data)

[You may link or insert highly relevant articles referenced in the scientific narrative that are published or “in press” at the time of application submission.](https://mjffbiobank.org/#!/biospecimens-and-data)