

## Guidelines for AO Start-Up grant applications

- Applications which do not conform completely to the website application format or which ignore or fail to comply with any part of the guidelines may be returned to the applicant and will not be considered unless resubmitted by the deadline.

### General information

- The AO Start-Up grants are funded by the AO Foundation, a Swiss non-profit organization dedicated to the world wide advancement in the surgical treatment of trauma and degenerative disorders of the musculoskeletal system through research, development and education.
- With the AO Start-Up Grants, the AO Foundation supports projects in a wide range of research fields within the broad goals of the AO Foundation including unconventional and novel projects. In particular it favors projects dealing with trauma, surgery of the loco-motor system, and related basic, clinical, pre-clinical and clinical research and projects broadly in the fields of general trauma, spine, cranio-maxillofacial and veterinary surgery.
- Its mission is to provide predominantly seed money and it has a bias towards researchers in the early part of their career. Senior investigators submitting an innovative and novel project will not be excluded from the grant program but the young investigators will be preferentially treated

### Eligibility

- Young investigators who are within five years of the completion of his/her terminal degree (eg MD, DVM, PhD, etc.) or within five years of initiation of his/her first assistant professor position at an academic institution. Individuals currently enrolled in residency programs or fellowships are also considered new investigators.
- Experienced researchers submitting innovative and novel projects.

### Deadlines

The deadline for research applications is **January 15, 2016, 17:00h (Central European Time)**.

For future deadlines please visit our website. As soon as new deadlines are defined they will be published on the AO Foundation's website.

## Application form

The application must be submitted in English on the present application form. Do not exceed the indicated number of characters and pages. This allows adequate evaluation regarding relevance, quality and cost of the projects. Applications which are incomplete or do not comply with our guidelines may not be considered.

The following topics must be covered in the application under these headings:

- General Information: at least 3 keywords must be chosen from the provided pdf keyword list
- Description of principal investigator's future career desires and focus (applicable for young researchers as described in the section 'Eligibility')
- Personal data including an abbreviated CV
- Abstract of the research project
- Outline of the problem
- State of the art in this field
- Past research of the applicant in this field
- Hypothesis, open questions, aim of the project
- Detailed research plan:
  - Study subjects, specimens or materials
  - Effect and outcome variables
  - Methods for taking measurements, data management and analysis
  - Estimation of sample size and power
  - Animal model:  
If an in vivo animal model is used in the planned research work, please describe the model in detail. The description should include: anesthesia protocols, treatment protocols, pain management, surgical techniques, post-operative care, criteria for removal from the study if necessary, and euthanasia protocols.
- Relevance of the project
- Time schedule
- Relevant literature by the applicant and by other authors

The application must be emailed as an unprotected Word-document.

## Clinical trials

If the grant application includes a clinical trial, we recommend you visit the following websites which will provide useful information:

[www.consort-statement.org/](http://www.consort-statement.org/)

<http://www.strobe-statement.org/>

<http://www.fda.gov/oc/health/helsinki89.html>

## Funding policy

### **Amount and duration**

AO Start-Up grants: up to CHF 60,000 per year with a maximum duration of two years

### **Salaries**

Salaries for the applicants (main applicant and co-applicants) will not normally be approved. If the project is only possible with some funding for the applicants, it must be clearly shown that the funding requested is essential, project specific and well documented.

Written and signed confirmation from the head of your institution is required with the application that no alternative source of income (including salary, stipend or grant) is available

### **Travel expenses**

Only project specific travel expenses with a maximum amount of CHF 1,500 for one conference a year will be covered.

### **Indirect costs**

No overhead contributions are made to the submitting organization

### **Additional funding**

Additional funding from other AO institutions or any other source must be disclosed in detail. If other funding is available, it must be made clear how this will affect the overall budget of the project if the AO grant application is successful.

### **Collaboration with AO Institutes**

Applications that involve collaboration with the AO Research Institute (ARI) Davos have to be approved by its director prior to submission. It is the responsibility of the applicant to get a written confirmation from the above mentioned AO Institute.

## Review and decision process

### **Notification**

The applicant will receive a confirmation e-mail within a week regarding receipt of the application.

### **Review process**

All grant applications are being prescreened and 50% are eligible for the peer review process. The AO Research Review Commission is an independent group of world class scientist and researchers and is responsible for peer review process. .

The grant applications which did not qualify for the peer review process are subject to immediate rejection.

### **Decision**

Decisions will be communicated within six months after submission. It is not our policy to enter into any discussions and we do not accept a resubmission of an application previously declined

**Contract**

In submitting the application, the applicant confirms that he/she accepts the AO Foundation's terms and conditions which are in general not negotiable. A sample contract can be found on our website. Please be informed that the contract must be returned within 3 months after receipt. Should the contract not be signed within this period, the grant will be cancelled.