



## Research Grant GUIDELINES AND APPLICATION

**I**t has been recognized by the affiliated Delta Dental of Michigan, Ohio, and Indiana for more than a decade that it has a legitimate interest in fostering research related to oral health, especially research which could have direct clinical application with significant potential for reducing treatment costs along with improving oral health. To that end, a portion of the Delta Dental Foundation's (DDF) budget each year is allocated for dental research grants. The Research Screening Committee has been established within the DDF to act as a review body for research applications.

Because funds available for this purpose are limited, the following guidelines have been established:

1. Priority will be given to projects that focus on issues related to the delivery and financing of oral health care, including those which could have direct clinical application with significant potential for reducing treatment costs along with improving oral health.
2. Consideration will be restricted to researchers from the dental schools in Michigan, Ohio, and Indiana.
3. Priority will be given to two types of studies:
  - a. Pilot or feasibility studies which are likely to enhance the investigator's chance for long-term funding from other sources
  - b. Complete projects considered to be of interest to Delta Dental, for which other sources of funds are traditionally not available
4. Studies of interest to Delta Dental include:
  - Research in the cost/benefit of preventive and treatment procedures for the two major dental diseases—caries and periodontal disease.
  - Studies that evaluate the outcome of preventive and treatment procedures.
  - Studies that consider the cost/benefit of including various procedures as dental benefits.
  - Development of risk assessment criteria.
  - Retrospective studies or those involving analysis of existing data should be considered, rather than long-term follow-up studies, (in order to reduce the years required to obtain data).
  - Studies involving individual proprietary products are considered the manufacturer's responsibility, and normally will not be funded.
  - Research likely to result in patents or copyrighted materials will not be funded.
5. Funding up to \$30,000 will be considered.
6. Overhead charges to eligible institutions will be limited to eight percent.
7. Contributions toward salaries for investigators with faculty appointments will be limited to 10 percent of the investigator's salary.

These guidelines are intended to encourage investigators to develop a long-term view of support for their research, and to encourage use of DDF funding to promote the development of high-quality research in selected areas that can compete successfully for support from other sources. They are also intended to provide for the funding of high-quality research that may be of more local interest, and therefore may be at a disadvantage in competing for funding at a national level.

## Research Proposals

Proposals should include the following:

- A curriculum vitae for the principal investigator
- Documentation of the validity of indices used for measurement
- References to support all assertions
- The common terms for proprietary names
- Diagrams as necessary to provide clarification for reviewers who are not experts in the field

Proposals will be reviewed by the Research Screening Committee and ranked according to:

- a. Relevance of the project to the priorities of Delta Dental
- b. Technical excellence
- c. Budget considerations

## Additional Information

Since funds available for grants are limited, the review process will attempt to select the proposals for funding that will make the best use of the available funds.

Pilot projects, and on-going department projects will be considered. Partial funding may be approved, dependent on reasonableness of the budget and availability of funds.

Multi-year proposals are acceptable, but funding will not be approved for more than one year at a time. In areas of research where other sources of funding are usually available, a plan for seeking other support for subsequent years will be expected as part of the initial proposal.

Except in special circumstances such as those described in 3.b., on the first page, investigators should not seek full funding from the DDF for projects where other sources are available.

A report and results should be provided at the end of the funding period, and at least once per year for multi-year

projects. After completion of a study and submission of a final report, the principal investigator may apply for up to \$1,000 toward the investigator's travel expense to present the findings to a meeting of the International Association of Dental Research or the American Association of Dental Research.

## Application Deadline

Research proposals will be reviewed once each year. Proposals are due by April 15 each year. Proposals will be reviewed by the DDF's Research Screening Committee. Awards for April submissions will be announced in July.

If you have questions or would like additional information concerning research grant applications, please contact the DDF:

Delta Dental Foundation  
P.O. Box 293  
Okemos, MI 48805-0293

517-347-5333 (voice)  
517-347-5320 (fax)

[DeltaDentalFund@deltadentalmi.com](mailto:DeltaDentalFund@deltadentalmi.com) (e-mail address)

## About the Award Sponsor

The Delta Dental Foundation is the philanthropic affiliate of Delta Dental of Michigan, Ohio, and Indiana. Its purpose is to fund educational and research projects in dentistry and to promote the oral health of the public.

# DELTA DENTAL FOUNDATION

## Research Grant Application

1. Principal investigator (name & title) \_\_\_\_\_  
Department or unit \_\_\_\_\_  
Mailing address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP code \_\_\_\_\_  
Telephone \_\_\_\_\_ FAX \_\_\_\_\_  
E-mail \_\_\_\_\_

2. Project title \_\_\_\_\_  
\_\_\_\_\_

3. Proposed starting and completion dates \_\_\_\_\_

4. Total cost of project \_\_\_\_\_  
Total cost, year 1 \_\_\_\_\_  
Total requested, year 1 \_\_\_\_\_

5. Summary of proposed budget (Attach itemized breakdown)

a. Salaries and wages	_____	
b. Staff benefits	_____	(*Purchase of reusable instruments and equipment will not be funded. Necessary instruments and equipment, obtained from other sources, should be identified and listed.)
c. Supplies/materials	_____	
d. Equipment*	_____	
e. Other (itemize)	_____	
Total	_____	

6. Does the proposed study involve human or animal subjects?  Yes  No  
If yes, please attach letter and/or date of approval by Human Subject Review Committee of the institution or other appropriate committee if animals are used. Updates of Human Subjects approval and any protocol revisions must be submitted to the DDF.

7. Does the proposed study involve the development or use of patented or potentially patentable materials in which you or others involved have a proprietary interest?  Yes  No

### Instructions for Completing Application

- On a separate page(s) provide a detailed budget for the first year of the project. List all costs to be covered by the funds requested from the DDF. List all personnel to be included in the project, whether or not salaries are requested. Indicate percent of effort or hours per week for each person. Also list in detail costs for the following:
  - Consultants
  - Supplies
  - Travel necessary to conduct the research
  - Specify other costs to be covered by the funds requested.
- Describe roles of all personnel in the project.
- Provide a brief justification for all other items in the budget.
- When requesting a grant for a complete project, please describe in three pages or less:
  - Any previous funding or applications for funding related to this project;
  - Any supplemental funding currently being sought, along with other sources, amounts and anticipated notification date, and;
  - Describe briefly the overall plan for your research in this area, with special attention to the role of the funds requested from the DDF in that plan. It should be noted that acceptance of a grant from the DDF carries with it the obligation to notify the DDF of other funds awarded, at any time during the grant period, for the conduct of this project.
- Describe the proposed research project on additional pages, using the outline below. Abbreviations should not be used without an explanation and/or diagrams for clarification. Limit proposals to a total of 10 pages for the description of purposes, background and significance, previous works, design and methods. **Justification of sample size, including power calculations, should be included.** (Bibliography, application, C.V. are considered attachments).
  - A clear, concise statement of specific aim (purpose)
  - Significance of the proposed research
  - Previous work related to this problem by others and yourself
  - Research plan, including methods and materials (detail and clarity are essential, but be as succinct as possible) and power calculations to document the statistical validity of your sample.

Return application to:

**Delta Dental Foundation**

**P.O. Box 293**

**Okemos, MI 48805-0293**

**DeltaDentalFund@deltadentalmi.com**



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