

2020 REQUEST FOR PROPOSALS

The Misophonia Research Fund (MRF) is dedicated to advancing a world where misophonia is scientifically understood and effective treatments are available to help anyone who is suffering. MRF is a program of The REAM Foundation, a private, U.S.-based family foundation established to help people reach their full potential through support for health and wellness, education, and arts initiatives. For its second year, the MRF is now accepting applications for one- to two-year research projects that seek to better understand misophonia, diagnose people who have the condition, and assess interventional strategies to treat people who have the condition.

Description:

The Misophonia Research Fund intends to award 5-10 misophonia research grants in 2020 and annually moving forward. Each grant will provide up to \$200,000 USD in funding per year for up to two (2) years for a maximum, aggregate total of \$400,000 USD to support research projects led by doctoral level investigators (e.g. Ph.D., M.D., Psy.D., Au.D.) at qualifying research-based institutions.

Misophonia is understudied and may be more common than previously realized. Misophonia is a condition in which specific sensory stimuli lead to a strong physical and/or emotional response. Some studies have found that as many as one in five individuals reports strong feelings of disgust, rage, or anxiety in response to specific sounds, such as the sound of other people chewing. A subgroup of these individuals reports the inability to participate in key life activities, such as attending school or maintaining social relationships. For more information, visit <http://milkeninstitute.org/reports/misophonia-giving-smarter-guide>.

Projects investigating misophonia that may be selected for funding should display interdisciplinary collaboration, novelty, creativity, and promise in seeking innovative approaches to understand, diagnose, and/or treat misophonia.

Scientific Focus:

The scientific focus of misophonia proposals shall address one or more of the following three broad focus areas in human, animal, or relevant research models: (1) Research to characterize misophonia, including exploring its underlying mechanisms, expression, natural history, or development through interdisciplinary characterization; (2) Development of diagnostic tools to facilitate rapid, physiologically-relevant assessment; (3) Clinical and/or model studies of specific interventions, including studies investigating comparative effectiveness, novel treatments, and controlled trials of promising treatments. Proposals can focus either on a specific area or may address multiple areas.

Eligibility Criteria:

1. Each applicant organization must be a non-profit academic or research institution, including domestic and non-U.S. non-profit organizations, domestic and non-U.S.

public/private academic universities or institutions of higher learning (including colleges, universities, medical schools, and other related academic research institutions); certain qualified governmental agencies with active biomedical research programs may also apply.

2. All proposed research projects must be led by a Principal Investigator (PI) who holds a doctorate (e.g., Ph.D., M.D., Psy.D., Au.D.) or related research doctorate degree. PIs must be either an independent investigator or a postdoctoral fellow. PIs must be selected by and identified by the applicant organization.
3. Institutions can submit more than one proposal, but each proposal must be led by a unique PI.
4. For purposes of this Request for Proposal (RFP), a “postdoctoral fellow” is an individual who has obtained a doctoral degree (Ph.D., M.D., Psy.D., Au.D. or an equivalent degree) by the grant proposal deadline and who is engaged in a temporary period of mentored research for the purpose of acquiring the professional skills needed to pursue a career path of his or her choosing. Applicant organizations applying for projects led by postdoctoral fellows may not request more than \$100,000 USD per year for up to two (2) years, for a maximum, aggregate amount of \$200,000 USD total over the time period.

Letter of Intent (LOI) and Application Requirements:

All completed LOIs and applications shall be submitted through The Misophonia Research Fund’s online grant portal (see below). Below is a list of required components for an application to be considered complete. **Applications shall be single spaced and formatted in Calibri 11 pt font with 1-inch margins, except where provided templates apply.**

All applicant organizations first shall submit an LOI, which will be reviewed by The Misophonia Research Fund. Selected organizations who propose relevant projects will then be invited to submit a full application, as outlined below.

1. **Letter of intent.** The LOI is a one-page letter briefly stating intent to apply for a grant, project title, and project aims. The LOI also requires the applicant organization’s legal name; PI name, degree, position and contact information; and the organization’s tax ID number (for U.S.), registered charity number, or non-U.S. country’s equivalent.
 - a. LOIs are due on Friday, January 10, 2020.
 - b. LOIs should be submitted via The Misophonia Research Fund’s online grants portal, which can be accessed via this link: <https://tinyurl.com/MisophoniaLOI>. Click on the "New Applicant?" link (below the email text box) to create a new account. If you save and exit the LOI form, click on the following link to return to your LOI that is already in progress: <http://tinyurl.com/continueapplication>.

- c. The applicant organization will be notified by email within approximately three (3) weeks of the submission of the LOI as to whether or not they will be invited to submit a formal proposal.
2. **Proposal.** A formal proposal outlining the intended project should be no more than eleven (11) pages in length (all pages over the limit will be omitted), and should be organized as follows:
- a. Cover page including:
 - i. Project title (a short title identifying the project and its intended area of focus);
 - ii. The PI's name and the applicant organization's name;
 - iii. Technical abstract.
 - b. Aims and milestones (summary of what the project aims to accomplish and the major milestones the PI anticipates the project will complete in the process of meeting said project aims). Major milestones should include estimated timeframe of completion. One (1) page or less.
 - c. Scientific approach (outline of which research methodology the PI intends to use in pursuit of the project, in addition to defining and justifying key project outcome measures). Six (6) pages or less.
 - i. Proposals for clinical, basic human, or animal studies that are testing well-defined and clearly articulated hypotheses are welcome and must be accompanied by a brief protocol synopsis and timeline with milestones. As noted below, IRB (for human studies) or IACUC (for animal studies) approval will be required before initial payments are made for any project that The Misophonia Research Fund, in its sole discretion, selects for funding.
 - ii. Studies of human participants should include a description of inclusion and exclusion criteria distinguishing misophonia from other similar conditions, as well as accompanying assessments.
 - iii. Any clinical study of an interventional strategy should include a discussion of how participants will be selected, participant diversity, necessary sample size, control populations, and how efficacy will be assessed.
 - d. Data Sharing Plan (specifying the applicant organization's commitment to, and plan for, sharing project results and data (de-identified, where applicable) with other institutions and researchers for non-commercial use to advance the understanding

of misophonia and to maximize scientific and patient impact, including designation of the particular data repository to which the applicant intends to upload and share such project results and data, and policies and procedures for ensuring that the applicant organization's PI and all other applicable employees and contractors will comply with and adhere to such plan). One (1) page or less.

- e. Team capabilities (statement outlining the research group's ability to address the research question, support the research, and manage patients, if applicable, PI effort devoted to the project, and identification of any key personnel in addition to the PI). One (1) page or less.
 - f. References cited. One (1) page or less.
3. Additional documentation within the online form shall include:
- a. Information about the applicant organization and the lead investigator it has selected, including contact information for the lead investigator and the authorized representative of the applicant organization which will receive the grant correspondence and funds.
 - b. Lay summary (succinct summary describing the project's aims, goals, any previous accomplishments, and how it will benefit the scientific field investigating misophonia). One (1) page or less.
 - c. Budget (a detailed budget in USD with a narrative summary and justification for each item, including how the PI intends to spend his/her time on the project). Acceptable expenditures will include: salary, equipment, graduate student tuition for students fully dedicated to research, software, patient recruitment, fringe benefits, percent effort for hired personnel, project-related and/or conference travel, publication costs, and up to 15% indirect expenses to support institutional infrastructure. If more than one institution will be involved in the project, one shall be proposed as the applicant organization, and the other included as a sub-grantee. Up to two (2) pages in length using the provided template and up to one (1) page in length providing justification of budget items. For non-U.S. applicants: **Please note grants will be made in USD, and The Misophonia Research Fund is not responsible for changes in conversion rates. Grants selected for funding will be made payable to the applicant organization. Under no circumstances will funding be paid to, or earmarked for, any individual.**
 - d. Lead PI's (and mentor's for post-doctoral fellows) biosketch from the [NIH template](#). Five (5) pages or less using the NIH template (all pages over limit will be omitted).
 - e. Institution letter of commitment stating that applicant organization will be able to support the research led by the PI.

5. **Non-US-based applicant organizations** must provide:
 - a. A list of voting board members and officers, as well as the name of the organization's highest ranking staff member (e.g. Chief Executive Officer).
 - b. Additional organization governing documents and other documentation via a secondary questionnaire, following your proposal submission. The Foundation will make this request during proposal review. For more information, please visit <https://www.ngosource.org/how-an-ed-works>.
6. **U.S.-based governmental organizations (excluding academic/research institutions that are public charities)** must provide:
 - a. A full copy of the enabling statute that authorized the organization's creation.
 - b. A copy of the organization's governing documents (such as articles of organization or constitution and bylaws), if applicable.
 - c. Any correspondence from the IRS confirming the organization's tax status, if applicable.
7. **Applicant organizations submitting grant requests for projects to be led by postdoctoral fellows** must also submit the following regarding the selected postdoctoral fellows:
 - a. Research training information (up to one (1) page outlining the training or individual development plan and the working environment).
 - b. Mentor/sponsor letter of support.
 - c. Two (2) letters of recommendation in addition to the mentor/sponsor letter of support.
 - d. Letter from the department chair specifying that the fellow is engaged in a temporary period of mentored research for the purpose of acquiring the professional skills needed to pursue a career path of his or her choosing.

Formatting and length shall be strictly enforced by The Misophonia Research Fund. Any submissions that exceed the page limit or do not follow the aforementioned requirements shall not be considered for review.

Review:

The Misophonia Research Fund will seek independent expert review for each application. All applications will be reviewed based on their scientific and technical merit, team capabilities and competencies, the potential impact of the project, and the realism of the cost. The Misophonia Research Fund does not offer feedback on proposals for projects that are not selected for funding.



Key Dates and Timeline:

1. Friday, January 10, 2020: Letters of intent due via online grants portal by 11:59 p.m. Central Time.
2. Monday, February 3, 2020: Applicant organizations whose LOIs are selected to move to the next stage will be invited to submit full proposals.
3. Friday, March 13, 2020: Invited applicant organizations shall submit their full proposals via online grants portal by 11:59 p.m. Central Time.
4. August 2020: Applicant organizations will be notified of funding decisions.
5. September 2020: Projects begin.

Grant Terms:

Each funded organization will be required to co-sign and agree in writing to The Misophonia Research Fund's grant terms within thirty (30) days from receipt of notice of the award and prior to funds being released. The Misophonia Research Fund's grant terms include the following:

1. Signature confirming that the information provided in the grant proposal is true, complete and accurate. False or fraudulent statements may subject the funded organization to criminal, civil, or administrative penalties.
2. Any substantial changes to the project including activities, budget, or grant period require written approval from The Misophonia Research Fund before proceeding with such activities, spending, or committing any remaining funds from the grant.
 - a. Any funds not expended or committed for the purposes of the grant must be returned to The Misophonia Research Fund unless otherwise agreed by The Misophonia Research Fund in writing.
 - b. If a funded organization proposes to supplement any funds provided by The Misophonia Research Fund with funds provided by a third party, the organization must first provide notice to The Misophonia Research Fund and must ensure that the funding terms associated with any such third-party funds do not preclude sharing of data or publication of project results as contemplated in this RFP.
3. The funded organization must be able to receive awarded funds and allocate them exclusively toward the funded misophonia research project.
4. Funded organizations must agree to, and timely deliver on, the following reporting requirements in order to receive funding from The Misophonia Research Fund:
 - a. Annual submission of full written narrative and financial reports following the initial award payment, which shall, among other things, include a signed

statement by an authorized representative of the funded organization and its PI confirming that the funded organization, the PI, and any other applicable employees or contractors that have worked on the project during the reporting period have submitted information that is true, complete, and accurate and have adhered to the Data Sharing Plan set forth in the proposal.

- b. Semi-annual submission of brief written updates describing major project highlights.
5. IRB (for human studies) or IACUC (for animal studies) approval will be required before initial payments are made. Evidence of protocol submission is requested within six (6) weeks of grant funding notification.
6. The organization will require its designated PI to attend any annual funded scientific convenings held by The Misophonia Research Fund and will instruct its designated PI to share progress on the work funded by The Misophonia Research Fund. Expenses for attending these meetings will be covered under a separate budget by The Misophonia Research Fund.
7. It is a condition of any funding provided by The Misophonia Research Fund that the investigator seek to have the results of the funded project published in a peer-reviewed journal within eighteen (18) months after the completion of the project. Each publication would acknowledge The Misophonia Research Fund's role in supporting the project, in a form approved by The Misophonia Research Fund. If the investigator does not publish the results within such timeframe, The Misophonia Research Fund would have the right to make such results public.

Data and Intellectual Property:

Each funded organization would own the rights in all intellectual property developed by or on behalf of that organization under The Misophonia Research Fund funding, in accordance with such organization's applicable intellectual property policies. The Misophonia Research Fund would have the right to use and to practice all such intellectual property for internal, non-commercial research purposes, and would also have the right to publicly disclose research results in press releases, announcements and otherwise (subject to the funded organization's advance approval if any such public disclosure will occur prior to publication of the applicable results).

Each funded organization must agree to share projects results, data (de-identified, where applicable), reagents, and other research tools developed under The Misophonia Research Fund funding with other researchers for non-commercial use to advance the understanding of misophonia and to maximize scientific and patient impact. Sharing of data and project results will be carried out in accordance with the approved Data Sharing Plan (as specified in the organization's project proposal).



Funding Awarded in The Misophonia Research Fund's Discretion:

Responding to this RFP, submitting an LOI and/or submitting a full proposal does not entitle any individual or institution to receive funding from The Misophonia Research Fund. Funding, if any, would be provided in The Misophonia Research Fund's sole discretion pursuant to the terms of a written grant agreement executed by The Misophonia Research Fund and the selected grantee organization, the terms of which The Misophonia Research Fund may require to be acknowledged by the PI.

Contact Information:

For all inquiries about the online process or documentation needed, please contact:
brittany@reamfoundation.org.

For clarification about research priorities or scientific requirements, please contact:
misophonia@milkeninstitute.org.

An automated email confirmation is generated upon submission of the LOI or application. If you do not receive a confirmation within 24 hours of submitting your application, please check spam filters and then contact: brittany@reamfoundation.org.