

✓ APPLICATION CHECKLIST: Established Investigator Bridge Funding Award

All grant applications must include this completed and signed Application Checklist as the **first page of the research proposal PDF that is uploaded to the grant system**. Submissions received without a signed and completed Application Checklist will be considered incomplete and will be disqualified. **Check each box to indicate completeness or check the box marked N/A for items not applicable for your submission. All boxes on the checklist must be reviewed and marked accordingly. Please sign this document before submitting.**

☑ Eligibility – double check full criteria, listed in eligibility section, prior to applying

You are a current ACG member. Confirm you are an ACG member in good standing prior to applying and you must have an ACG member number. Please note that this is different than applying for membership—all new member applications must be submitted by September 19, 2025.

Your ACG Member ID is _____.

You have completed the ACG Bridge Funding [Required Pre-Qualification Application](#) and have received a letter from ACG confirming eligibility.

You are a U.S. or Canadian based physician or equivalent (e.g., MD, DO, MBBS).

You hold a faculty position as part of a gastroenterology or hepatology department at a university, medical school, or health care institution.

You have completed fellowship between 8-15 years ago (fellowship or terminal training completed between 2010 and 2017 to be eligible to apply for the 2026 grant cycle).

You have evidence of a recently concluded federal clinical or translational research award as the PI (within 3 years) in gastroenterology or hepatology, such as an NIH R01 (or NIH R01-equivalent), or VA Merit Award. National Science Award, Department of Defense and CIHR multi-year project grant awards of equivalency will be considered.

☐ ☐ ^{N/A} You demonstrate evidence of ongoing application for renewal for federal funding (provide institutional evidence of application to federal agency [i.e., eRA commons routing information] or letter of intent from institutional grant awards office)

You have a letter from the Division Chief that certifies 30% protected time for the entirety of the award period.

You are NOT a fellow-in-training.

You are NOT an early career faculty.

Your submission does NOT involve animal research.

The science for this award is NOT submitted for another ACG award category.

There will NOT be award overlap: ACG does not provide duplicate funding.

☑ Completion

You have created an account in the ACG grant system

(gi.org/research-awards)

You have a complete combined PDF, containing all necessary elements in the correct order, with this signed Application Checklist as the first page of the PDF to be uploaded to the grant system.

You have completed all necessary and relevant tasks required as part of the online grant system for this award application, including investigator information (ACG member number, title, email, role for project, institution, and address of institution); a 350-word abstract of the proposed research; listing research topics; a list of any potential conflicts of interest for investigators; indication of IRB approval status; re-submission status.

☑ Format of Submitted PDF

All pages must use 11-point font with minimum ½" margins.

The upper right header of each page must include your name and the award type, in the following format:

Last name, First Name

Award Type

The upper left header of each page must include the page number.

The sections of the PDF are numbered to match the Required Order of Submission as indicated on the checklist, with bold headers for each required section, and each bolded header section starts on its own page.

☑ Required Order of Submission

1. Application Checklist—This checklist is complete, signed by the Principal Investigator, and included as the first page of the submitted PDF.

2. Eligibility Confirmation Letter—You have completed the [Pre-Qualification Application](#), and have included the letter of eligibility confirming you are eligible for this award type as the second page of your application.

☐ ☐ ^{N/A} **3. Glossary of Terms** (Optional)—The use of abbreviations and acronyms has been eliminated or minimized. A glossary of terms, if needed, has been added to assist reviewers and strengthen the submission.

☐ ☐ ^{N/A} **4. Resubmission Response Letter**—If you are resubmitting this grant proposal, a 2-page (maximum) letter is included that responds to the reviewer's critiques and outlines how you have updated the application. Do not include this item if not applicable.

5. Research Proposal—Your research proposal project description should be a maximum of 8 pages (excluding references). It should include the following sections at a minimum: Specific Aims, Background/Significance, Pilot Data/ Previous Work, Research Plan, and Current Funding Status.

6. References—Include a list of all necessary and relevant references as well as citations in the project description.

7. Bridge Description—Describe how bridge funding would help address a gap in federal funding. Describe the potential consequence for the overall research mission and career of the PI if additional funding is not obtained.

8. Description of Research Environment—Describe the research environment, resources, equipment, and support and access to patients, samples, referrals, knowledge, or any collaborative arrangements which will support successful completion of this project. Limit to 1 page.

9. Budget—Use the required [budget template](#). By submitting the budget, you verify there will be adequate resources to complete the project.

10. Budget Justification—Include a separate budget justification after the budget table. The budget justification should include an explanation for each budget item, including facility fees if funds are requested for this purpose.

11. IRB Status—An IRB approval letter or indication that IRB approval is pending is included. Informed consent documents must be provided where appropriate, such as projects where patient costs are reimbursed or if studying an intervention that is not part of routine care. If selected to receive the award, funds will not be released until ACG receives a copy of IRB approval.

12. Conflict of Interest Statement—Include a COI statement of how you and/or your institution or practice are managing the conflict of interest or indicate that none exists.

13. Biosketches—A biosketch for each investigator (Principal Investigator, Co-Investigators) is included, all in the NIH format, maximum of 5 pages each. (grants.nih.gov/grants/forms/biosketch.htm).

14. Other Research Support—List the title, funding agency, total direct costs, dates, including expected dates of notification of pending applications for all current and pending funding for Principal Investigator, Co-Investigators. (Use NIH format: grants.nih.gov/grants/forms/othersupport.htm)

15. Institutional Support—The Division Chief or Department Chair must provide a 2-page (maximum), signed letter that certifies candidate has 30% protected clinical research time and support and adequate research facilities, regardless of the support budgeted for the recipient's salary. The letter also should indicate the requirements the institution has, with regards to applying for and receiving such funding, have been met.

☐ ☐ ^{N/A} **16. Other Letters of Support** (Optional)—Included any optional letters of support that demonstrate involvement and support from additional Investigators (for example: other research sites providing patients; Specialists who will provide specialized training).

☐ ☐ ^{N/A} **16. Appendices** (Optional)—use only if needed for data collection forms. Do NOT use to expand project description.

I certify that I have reviewed the Application Checklist and that all portions of my application are accurate and in the required order and format.

Signature of Principal Investigator

Date

Name (Printed)