



THE AMERICAN SOCIETY OF BREAST SURGEONS FOUNDATION

Grant Opportunities, Guidelines and Application

Submission Deadline: January 7, 2016

The American Society of Breast Surgeons Foundation awards grants related to patient breast care and medical education. The Foundation is a charitable organization dedicated to improving the standard of care for breast disease patients by providing support for medical and patient education, advancing breast disease research, diagnosis and treatment technologies, and offering programs and services to medical professionals and their patients. For more information please visit our website at www.breastsurgeonsfoundation.org.

Funding Opportunities

Applications will be accepted November 1, 2015 – January 7, 2016 for education, travel, conference and research grants related to patient breast care or medical education.

Use of Grant Funds

Grant funds may be used for the following types of program expenses:

- Salaries and fringe benefits. If applicable, should not exceed 10% of program cost
- Clinical services or patient care costs
- Educational materials
- Meeting Costs
- Supplies
- Travel
- Equipment for educational purposes
- Other direct program expenses; indirect expenses are not to be included

Submission Requirements & Deadline

Grant applications must include all of the following items and should be presented in the order listed below:

1. Completed Grant Request Cover Page (form is included in this document)
2. Proposal
3. Budget
4. Budget Explanation
5. Proof of Nonprofit Status for Conference grant requests
6. Brief synopsis and picture/logo to be published on our website if grant is awarded and before funds are released.

Grant applications **must be submitted by January 7, 2016** by email or fax to:

The American Society of Breast Surgeons Foundation

Attn: Jean Rosen, Executive Director

Email: grants@breastsurgeonsfoundation.org

Fax: 410-381-9512

Questions: grants@breastsurgeonsfoundation.org or 410-381-9500/877-992-5470

Notification of Application Status

Applicants will receive official notification of their application status by March 1, 2016. Grants will be awarded during the Annual Meeting of The American Society of Breast Surgeons in April 2016.



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Grant Categories

Four grant categories are available. Please carefully review the criteria for each category before submitting your grant application.

Education Grant

- **Purpose:** To raise awareness of breast cancer and increase the capabilities of effective patient breast health education programs. Education grants are intended to support costs associated with a project (e.g. purchase of educational materials, brochure development, printing, etc.).
- **Eligibility:** The grant project must be specific to patient breast health and/or breast cancer education.
- **Funding Amount:** Up to \$5,000.
- **Recognition Requirements:** The American Society of Breast Surgeons Foundation must be recognized in all materials. Prior to printing all materials must be approved by The American Society of Breast Surgeons Foundation.
- **Final Program and Expenditure Report:** Within 30 days of project completion a summary of the grant project activity must be submitted and will be recognized at the Annual Meeting of the American Society of Breast Surgeons and on the website of The American Society of Breast Surgeons Foundation. In addition, all non-expended funds must be returned to The American Society of Breast Surgeons Foundation within 30 days of project completion.

Travel Grant

- **Purpose:** To assist grantees, health care professionals and advocates to attend, participate in and/or present at meetings, conferences or symposia that would increase patient knowledge of breast care. The content must be relevant to patient breast health and/or breast cancer education.
- **Eligibility:** The grant applicant must be participating in an event specific to patient breast health and/or breast cancer education, as well as patient advocacy. Preference will be given to individuals in underserved areas.
- **Funding Amount:** Up to \$2,000 per participant (to include: registration, coach airfare/train/mileage, moderate hotel [room and taxes only], meals, cab fare and tips).
- **Final Program and Expenditure Report:** Within 30 days of activity completion a summary of the grant project activity must be submitted and will be recognized at the Annual Meeting of the American Society of Breast Surgeons and on the website of The American Society of Breast Surgeons Foundation. In addition, all non-expended funds must be returned to The American Society of Breast Surgeons Foundation within 30 days of activity completion.



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Conference Grant

- **Purpose:** To partner with other organizations to support educational meetings, conferences or symposia with an emphasis on those which enhance the interaction between the advocate, healthcare and scientific communities. The content must focus on patient breast health or to help further the body of knowledge related to research, diagnosis, treatment, education and/or other issues related to breast cancer.
- **Eligibility:** The grant project must be specific to patient breast health and/or breast cancer education, and the requesting organization must be a nonprofit organization with federal tax exemption.
- **Funding Amount:** Up to \$5,000.
- **Recognition Requirements:** Conference organizers must provide complimentary registration for at least two (2) American Society of Breast Surgeons Foundation representatives and a display area where appropriate. In addition, the American Society of Breast Surgeons Foundation must be recognized in all materials.
- **Final Program and Expenditure Reports:** Within 30 days of project completion a summary of the grant activity must be submitted and all non-expended funds must be returned to The American Society of Breast Surgeons Foundation.

Research Grant

- **Purpose:** To foster research activities of the grantee. Funds may be used for activities necessary to undertake or complete a research project, for example providing support for ongoing projects, IRB submission fees, clinical research assistance or statistical support.
- **Eligibility:** In order to be considered for a Research Grant, eligible applicants must meet the following criteria - The project must be specific to patient breast health and/or breast cancer and does not have to be the sole source of funding for the project.
- **Funding Amount:** Up to \$5,000.
- **Recognition Requirements:** The American Society of Breast Surgeons Foundation must be recognized as the supporter of the grant and recognition given on any publications that come out of the research.
- **Final Program and Expenditure Reports:** Within 30 days of project completion all non-expended funds must be returned to The American Society of Breast Surgeons Foundation. A status report of the project must be given within 6 months of the award and submissions at any time for publication of a project receiving this grant must be reported to The American Society of Breast Surgeons Foundation. A summary of the activity should be submitted for recognition at the Annual Meeting and on our website.



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2016 Grant Request Cover Page

Submission Deadline: January 7, 2016

(Please type or print clearly)

Category of Grant Request:

- Education Grant (up to \$5,000)
- Travel Grant (up to \$2,000)
- Conference Grant (up to \$5,000)
- Research Grant (up to \$5,000)

Project Title: _____

Organization: _____

Organization Tax ID: _____

Project Service Area: _____

Amount Requested: _____

Project Coordinator Information

First Name: _____ Last Name: _____

Position Title: _____

Email: _____

Phone: _____ Fax: _____

Address: _____

City: _____ State: _____ Zip: _____

Required Signatures

I understand that funding decisions are made at the sole discretion of the American Society of Breast Surgeons Foundation. I also understand that if I am awarded a grant, non-expended funding must be returned within 30 days after completion of grant.

Project Coordinator

Signature: _____ Date: _____

Name: _____ Title: _____

Approving Institution Official Signature

Signature: _____ Date: _____

Name: _____ Title: _____



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Grant Proposal

Please submit a written proposal with a maximum of 5 pages in font size 10.

Education Grants:

Please include in your proposal:

1. Description of your organization
2. Statement of need
3. Description of target audience
4. Goals and objectives
5. Timeline
6. Project marketing plan
7. Evaluation
8. Collaborating groups

Travel Grants:

Please include in your proposal:

1. Conference goals
2. Sessions attended
3. Program outline
4. Explanation of relevance to patient breast health/breast cancer
5. How do you plan to share this with the target audience or project service area

Conference Grants:

Please include in your proposal:

1. Conference program outline
2. Target Audience
3. Number of attendees expected
4. Description of sponsorship benefits
5. Explanation of representation (i.e. Speakers, panel members, exhibits, promotions) at the conference

Research Grants:

Please include in your proposal:

1. Description of your project
2. Budget
3. Current status of project
4. Objectives
5. Timeline



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Budget Form

Category of Grant Request:

- Education Grant (up to \$5,000)
- Travel Grant (up to \$2,000)
- Conference Grant (up to \$5,000)
- Research Grant (up to \$5,000)

Project Title:			
Organization:			
Project Coordinator			
First Name:		Last Name:	

Budget	
Budget Category	Funding Request
Personnel Costs (Itemize in Budget Explanation)	
Supplies (Itemize in Budget Explanation)	
Equipment (Itemize in Budget Explanation)	
Patient Care Costs (Itemize in Budget Explanation)	
Travel (Itemize in Budget Explanation)	
Other Expenses (Itemize in Budget Explanation)	
TOTAL FUNDING REQUEST:	



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Budget Explanation

TOTAL FUNDING REQUEST:	\$
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Category of Grant Request:

- Education Grant (up to \$5,000)
- Travel Grant (up to \$2,000)
- Conference Grant (up to \$5,000)
- Research Grant (up to \$5,000)

Project Title: _____

Provide an explanation of how funds will be utilized.

Submit grant application with documents by January 7, 2016 by email or fax:

The American Society of Breast Surgeons Foundation

grants@breastsurgeonsfoundation.org

Fax: 410-381-9512