

Edward Mallinckrodt, Jr. Foundation

Principles & Guidelines for Grant Applications

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1. The basic aim of the Foundation is to dispense that amount of yearly income required by law for the purpose of advancing knowledge in the various fields of medical and health research.
2. It is further the general aim to confine contributions to those worthy projects that are in need of initial start-up funding to move the projects forward to the point of other independent support or to support highly promising young investigators at the time when start-up funds are limited and initial progress is dependent on additional funding.
3. It is not the intent to support projects that are already under way and are already receiving significant grant support to provide long-range funding beyond an initial 3-year period of support.
4. Proposals must contain such an adequate detailed description of the project as to be clearly understandable by the medical members of the Trustees, but not to exceed 5 double-spaced pages. They need not be in the detail requested by the N.I.H. for RO1 grants. Additional material can be submitted as an attachment. References should also be included to support the proposal.
5. A one-page lay summary must be provided as part of the proposal and is an important part of the proposal.
6. A proposal must be accompanied by letters of approval by the Dean of the medical school and/or other senior faculty member or members who can represent the support of the institution are who are acquainted with the qualifications of the applicant.
7. An updated C.V. and bibliography must accompany the application.

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8. Proposals must contain an adequate budget with a breakdown as to how the funds will be used. In addition, the proposal must give the details of any grant support already available or pending. It is particularly important to justify the budget as to how the funds to be received will be used to advance the unique problem under study in a way that cannot be done with existing funds.
9. The Foundation will not fund overhead, and grants will be made and restricted to domestic institutions.
10. Applicants may be requested to appear before the Foundation for an interview. Travel expenses will be reimbursed.
11. Grants may be made for periods of one to three years and are **contingent** upon a yearly progress report by the applicant submitted via email.
12. A grant is made on the assumption that the recipient will use the funds for the purpose indicated in the applications and in the same institution. If the recipient moves to another institution during the term of the grant, payments may or may not be continued, depending upon reconsideration by the Trustees of the Foundation upon receipt of a written request and justification for transfer of funds.
13. Unexpended funds will be returned to the Foundation at the end of the year for which a grant has been made, unless an extension is requested and approved by the Trustees.
14. The trustees meet three times a year. Deadlines to receive proposals are February 1st, May 1st and August 1st. Proposals should be submitted via email to becki.blankenship@wellsfargoadvisors.com. The actual proposal should be contained in **one pdf file**. A **maximum of two proposals** will be accepted from each institution per each deadline.

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