

**Pennsylvania Allergy Educational and Research Fund (PAERF)  
2025 GUIDELINES FOR PROJECT FUNDING**

**AVAILABILITY OF FUNDS:**

The PAERF Committee shall meet/teleconference in the year prior to any grants being awarded to determine the investment strategy for the following year. The PAERF account balance must meet a threshold of \$100,000 on September 1 of the year prior to awarding any grants.

**ELIGIBILITY:**

Any fellow-in-training currently enrolled in a Pennsylvania allergy/immunology program is eligible to submit an application for PAERF Project funding provided that the project is sponsored by a member of the PAAA and has the approval of the division chief or department head in the institution in which the project is to be performed.

**USE OF FUNDS:**

PAERF Project applicants may request up to \$10,000 to support research that can be conducted within one year. PAERF Project funding is designed to provide fellows, residents, and medical students with an opportunity to learn the process of scientific inquiry. Under the guidance of a more senior investigator/mentor, trainees and students design the study, write a formal proposal, and take primary responsibility for the conduct of the actual research project.

**APPLICATION PROCEDURES:**

Applications for PAERF Project funding must be submitted by May 15, 2025. The applications will be reviewed, and funding will start by August 15, 2025.

The elements of a PAERF Project application are:

**Section 1:** (Application Forms)

1. Pennsylvania Allergy Education and Research Fund Application Form.
2. Budget Page - Please describe, on a half-page or less, how the funds will be spent. Please note, no indirect costs will be covered by this grant.

**Section 2:** (Research Plan)

1. In no more than two pages, please describe your specific aims, the significance, the experimental design and methods, and the anticipated outcomes.
2. Bibliography (1-2 pages, not included in the total).

**Section 3:** (Applicant and Mentor Information)

1. Please provide a biographical sketch of the applicant.
2. Please provide a biographical sketch of the applicant's mentor.
3. Please submit a 1-page letter of support from the applicant's mentor.

**Section 4:** (Approval Certifications for Applicant, Training Program Director, and Administrative Official)

Certifications are needed from the applicant, the applicant's training program director, and, if applicable, the administrative official.

Each certifies that they are not, to the best of their knowledge, excluded from participating in federally funded activities as a result of government-wide suspension or debarment.

Additionally:

- **The applicant** certifies that the information provided is accurate and complete as of the date of the application. They agree to accept responsibility for scientific and technical conduct of the project and for the provision of required technical reports if a grant or contract is awarded as a result of this application. **You will affix your signature to the application form.**
- **The training program director** certifies that the application has been approved and is within the total program and academic objectives of the Department. **Send this link to your Training Program Director:** <https://form.jotform.com/250355833052149> and ask that they complete and submit the form. **Your application will be considered incomplete until the form is received.**
- **The administrative official**, if applicable, certifies that the proposed project has been approved. It is consistent with the total program objectives of the school of the school and the commitments of the project are acceptable. **Send this link to your Administrative Official:** <https://form.jotform.com/250356359721156> and ask that they complete and submit the form.

**REVIEW PROCESS:**

The PAERF Committee will review the merit of the proposal using a scale of 0 – 4 (with 4 being the best) based on the following criteria:

1. Scientific merit of the project.
2. Importance of project to the field of Allergy/Immunology.
3. Expertise of investigator/mentor (previous work, training, productivity) in the area of the proposed research.

4. No comments will be returned.

**REPORTING REQUIREMENTS:**

Individuals receiving PAERF Project funding are required to submit an interim progress report in January. A final report to the PAAA President is due by June 15 of the year following the award of the grant funds (2026). This report should include:

1. List of key personnel who worked on the project.
2. Describe and discuss the results of the investigation.
3. Indicate all efforts that have been made or will be made to publish or present the results.
4. An abstract for an oral presentation at the Annual Meeting of the PAAA.