



American
Urological
Association

Urology Care
FOUNDATION™
*The Official Foundation of the
American Urological Association*

Advancing Urology
through Research

UROLOGY CARE FOUNDATION PROGRAM ANNOUNCEMENT

2025 Medical Student Fellowship Program

Sponsored by:
AUA Sections and Affiliated Urology Care Foundation Partners

IMPORTANT DATES

Proposal Opening Date: 5:00 pm EST, Friday January 3, 2025

Proposal Submission Deadline: 5:00 pm EST, March 10, 2025

Peer Review: March - May 2025

Funding Notification: June 2025

Award Period: July 1, 2025 – June 30, 2026

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I. FUNDING OPPORTUNITY DESCRIPTION

A. UROLOGY CARE FOUNDATION MENTORED RESEARCH AWARDS

The mission of the Urology Care Foundation, the official foundation of the American Urological Association (AUA), is to support the improvement of urological care by funding research, developing patient education, advancing humanitarian initiatives, and pursuing philanthropic support. Having recognized a major need to support the future of the urologic research workforce, the Urology Care Foundation offers a portfolio of mentored research training awards designed to recruit promising young physicians and investigators into urologic research and foster their career success.

These awards are administered by the AUA Office of Research, with funding provided by the Urology Care Foundation and partner organizations and sponsors. The AUA Office of Research was created in 2001 with a mission to increase and maintain the workforce of urology physician-scientists and researchers to catalyze the advancement of clinical practice and reduce the burden of urologic disease through impactful research. All proposals are evaluated by an independent peer review panel of expert physician-scientists and researchers who evaluate the scientific merit of each project as well as the applicant's potential to become a future research leader.

The AUA and its Urology Care Foundation are committed to promoting diversity in its many forms to promote excellence in research and leadership within the urologic research workforce. The AUA and its Urology Care Foundation are supportive of efforts to analyze and address the ways in which social and economic inequalities impact the urology community, and the ability to achieve health equity for patients with urologic conditions. Information related to the applicant's race/ethnicity and gender is collected during the proposal process to assess these efforts but is de-identified for all reporting purposes. In the event that an available research award is restricted to applicants of a particular race/ethnicity or gender, this information may be taken into consideration during the award selection process.

B. AWARD INFORMATION

Established in 2010, the Urology Care Foundation Medical Student Fellowship program supports current or matriculating medical students interested in exposure to the dynamic field of urology and training in urologic research by engaging them in a research fellowship mentored by world-class urologic scientists. The Medical Student Fellowship program has funded over 100 awards to date. Studies conducted through this fellowship may be in basic, translational, clinical, or health services research in any area of urologic research.

Medical Student Fellowships provide a \$4,000 stipend for at minimum 10-weeks and up to 12-months of a mentored research experience, to occur any time after July 1 and concluding no later than June 30 of the following year.

C. ELIGIBILITY INFORMATION

1. APPLICANT

To be eligible to compete for a 2025 Urology Care Foundation Medical Student Fellowship, applicants must be either a current or matriculating medical student enrolled at a medical school within the boundaries of the AUA Sections. Applicants are not required to be U.S. citizens but must have valid Social Security numbers for Internal Revenue Service purposes. While applicants do not have to be US citizens, projects must be located at an accredited host institution within the boundaries of the AUA Sections. Information about AUA Sections can be found at <https://www.auanet.org/membership/who-we-are/aua-sections-and-demographics>.

Applicants may not hold an advanced degree (e.g., MD, PhD, etc.) in a biomedical research-related field, and must be entering or returning to medical school following the completion of the research period. Applicants

enrolled in medical school with an institution-approved leave of absence should contact the AUA Office of Research before applying (grantsmanager@auanet.org) .

Applicants must be able to dedicate high (e.g., 80-100%) and continuous percent effort toward the proposed project wherever possible (e.g., during semester breaks, etc.), and include justification of any percent effort change in instances or time-periods within the project where high effort toward the project is not tenable. The intention of the program is providing students a meaningful urology research experience.

One proposal per applicant is allowed during a competition year. Applicants that previously received a Urology Care Foundation Summer Medical Student Fellowship and meet all eligibility criteria are permitted to apply for a second fellowship. However, such proposals will be considered after qualified proposals for first-time awardees have been funded.

2. MEMBERSHIP REQUIREMENTS

AUA Membership

All applicants who are not AUA members at the time of submission must apply for AUA membership in the event of receiving a fellowship offer. AUA section should be the section of the host institution. Proof of AUA membership must be provided to the AUA Office of Research prior to funds being dispersed. Additional information about AUA membership can be found at <https://www.auanet.org/membership/member-benefits-and-programs>. Please see Section III. Proposal Submission Instructions, A. Proposal Sections, 5. Eligibility.

Award Sponsor Membership

Should an applicant be selected to receive a fellowship sponsored by an AUA Section or partner Society, and the applicant is not already a member of that organization, the applicant is required to apply for membership provided that an appropriate membership category exists. Information about AUA Sections can be found at <https://www.auanet.org/membership/who-we-are/aua-sections-and-demographics>.

3. MENTOR

Applicants must have at least one mentor supervising the proposed research project.

Mentor(s) must possess a strong track record of achievement in urologic research (i.e., must be a currently funded, established physician-scientist or researcher with a strong track record of securing research funding and publishing academic papers in urologic research). Mentors must also demonstrate experience in mentoring of research trainees. Mentors must be based at an accredited institution within AUA Section boundaries.

4. HOST INSTITUTION

To be eligible, a host institution must be accredited and reside within the boundaries of the AUA Sections. Information about the AUA Sections can be found at <https://www.auanet.org/membership/who-we-are/aua-sections-and-demographics>. Applicants are not limited to the institution at which they are enrolled, however the primary project mentor must be associated with the institution where the research is taking place.

Host institutions must sponsor the candidate by guaranteeing adequate support, including a suitable research environment, laboratory equipment, and supplies needed to conduct the research. Institutional indirect costs and/or costs for any personnel other than the applicant are not allowed.

D. FUNDING INFORMATION

1. AWARDS AVAILABLE

Multiple awards are anticipated to be available for the 2025 Medical Student Fellowship competition. Availability of all Urology Care Foundation awards is contingent on funding and subject to change. Final determinations

regarding award funding will be made at the time of awardee selection. Fellowships are provided by the Urology Care Foundation through a variety of partners, each with unique eligibility criteria as described below. Applicants cannot designate the award for which they are applying. Applicants cannot conduct fully remote projects; the majority of the proposed research time must occur on-site at the indicated host institution.

The Urology Care Foundation continuously seeks additional sponsors for Medical Student Fellowships; thus, the portfolio of awards available is ever evolving both within and between funding years. The entities listed above may not represent the complete list of sponsors that will support awards for this competition cycle, nor do these sponsors or the Urology Care Foundation make any guarantees that any/all awards will be filled. Medical Student Fellowships are granted based on the objective evaluation of all aspects of eligibility criteria, scientific review, and the financial portfolio available at the time the awards are finalized by the Urology Care Foundation. The Urology Care Foundation reserves the right for final approval for any/all awards provided through the program.

While applicants may propose any type of research on any urologic disease or condition, the Urology Care Foundation encourages consideration of key gaps in research that have been identified in the AUA clinical guidelines and, if addressed, could have a significant impact on improving urology patient care. Additionally, research projects addressing factors relevant to the understanding and promotion of minority health and to the understanding and reduction of health disparities are encouraged to apply.

2. OVERLAP/CONCURRENT FUNDING

Applicants may not simultaneously hold other grants, awards, or obligations requiring a time commitment that would reduce the indicated and subsequently approved percent effort devoted to the fellowship during the award period. If such awards and/or grants are accepted after applying, applications must contact the AUA Office of Research at grantsmanager@auanet.org as soon as possible to determine next steps. If such grants/awards are accepted after being awarded a fellowship, awardees must contact the AUA Office of Research at grantsmanager@auanet.org as soon as possible to determine next steps.

3. DISTRIBUTION OF FUNDS

Urology Care Foundation funds will be paid directly to the awardee in one installment in July 2025, contingent upon receipt of required onboarding information and continued availability of funds. The Urology Care Foundation does not withhold taxes from awards (i.e., federal withholding, social security, local or state taxes). It is the awardee's responsibility to ensure appropriate accounting for federal and local taxes.

II. PROPOSAL REQUIREMENTS

A. GENERAL INFORMATION

Applicants are responsible for composing, compiling, and submitting complete materials. It is the responsibility of the applicant to ensure that all required items are submitted electronically via the proposal submission system, including those requested from the mentor(s), additional letters of support, and letters from collaborators if applicable, prior to the proposal deadline. The Medical Student Fellowship application has one proposal submission via Proposal Central; it does not require a letter of intent. Applicants assume all responsibility for the accuracy and completeness of materials, and that materials are received in full in advance of submission deadlines.

The deadline to complete and submit the full proposal is **Monday, March 10, 2025, at 5:00 pm ET**. Partial proposals and/or proposals received after the deadline will not be accepted. Requests for exemptions to this policy will not be considered.

Institutions should encourage the submission of proposals from all eligible and highly qualified medical students. Within any given funding year, however, the Urology Care Foundation prefers to provide support to as many institutions as possible, provided the applicant has submitted a highly meritorious proposal. Therefore, funding decisions will be impacted by not only the merit of the proposal and the alignment with awards available, but also may be impacted by the intent to distribute Urology Care Foundation funds to qualified proposals from as diverse a distribution of institutions as possible.

B. EXCLUSION CRITERIA

Please note that any application violating any of the following conditions will be deemed noncompliant and thus will not advance to review and become ineligible for fellowship consideration. Requests for exemption will not be considered. All decisions made by the AUA Office of Research are final.

- Noncompliance with formatting guidelines
- Applicant biosketch/resume not included in submission materials
- Primary mentor biosketch not included in submission materials
- Primary mentor letter of support not included in submission materials
- Missing or incomplete Proposal Agreement Form
- Any materials in excess of the prescribed page limits

C. PROPOSAL AGREEMENT FORM

The Proposal Agreement Form may be downloaded from the Download Templates & Instructions section in ProposalCentral. All information should be typed into the Proposal Agreement Form: illegible information will not be accepted. This form must be completed in its entirety, including all necessary signatures from every identified mentor as well as a representative from the host institution, and submitted prior to the proposal deadline. Proposals omitting the Proposal Agreement Form and/or forms not fully executed will be deemed noncompliant and will not advance to review or receive consideration for an award.

D. APPLICANT BIOSKETCH

Applicants must submit an NIH-style biosketch, strictly limited to two pages, including descriptions of any research experience as well as research interests and career goals. A template is provided in the Download Templates section. Submissions that do not include the applicant's biosketch and/or documents that exceed the page limitations will be deemed noncompliant and will not advance to review or receive consideration for an award.

E. CONFIDENTIAL LETTER(S) OF SUPPORT

Applicants are responsible for assigning letter writers to their proposals immediately after access is granted to the full proposal. It is critical for applicants to assign their letter writers as soon as possible to allow them ample time to submit their required letters by the proposal deadline. Once the applicant assigns a letter writer to their proposal, ProposalCentral will send an automated email to the letter writer with an upload link that will enable them to submit their letter confidentially. Applicants can log into their proposals at any time to check the submission status of their letters of support, and may resend notification emails as needed. Applicants are highly encouraged to contact their respective letter writers prior to the letter of intent deadline and should instruct them to add pcsupport@altum.com to their address books or safe sender lists. Letters must be received by the proposal submission deadline, **March 10, 2025**, for consideration.

1. PRIMARY MENTOR LETTER OF SUPPORT

The proposal must contain one letter of support on institutional letterhead from the project primary mentor, limited to two pages. Letters that exceed the page limitations will be deemed noncompliant and will not advance to review or receive consideration for an award. If the primary mentor letter of support is not received by the

proposal deadline, the proposal will be deemed noncompliant and will not advance to review or receive consideration for an award. In instances where two individuals are equally sharing primary mentorship responsibilities, a jointly written and co-signed letter may be provided; for joint letters, the page limit is three pages. If two separately written letters from different individuals, then each is limited to two pages.

Letters must be received by the proposal submission deadline, **March 10, 2025**, for consideration.

Primary mentor letters should clearly demonstrate the mentor's support of both the applicant and research project. Letters should demonstrate the mentor has the expertise required to provide sufficient scientific guidance and oversight for the respective portions of the research project and training. Descriptions of the research project and plans for student development (e.g., participation in seminars, courses, grant writing, manuscript preparation, or other research related activities) must be included. Additionally, primary mentor letters of support must outline mentor's financial resources, specifically resources available to support the applicant's research project. Mentors must have sufficient independent research support to cover the costs of the proposed research project.

The primary mentor letter must include a justification for the proposed project timeline and detail the percent effort the student will allocate at each stage of the project. The primary mentor letter must detail how they will ensure the student adheres to the proposed and subsequently approved project and percent effort plan.

2. ADDITIONAL LETTERS OF SUPPORT

Additional letters from other mentors, research collaborators, and/or relevant professional sources should only be included when necessary. If included, additional letters of support are limited to one page each. Proposals that include additional letters that exceed the page limitation will be deemed noncompliant and will not advance to review or receive consideration for an award.

Additional letter writers can be from the same or a different institution as the applicant. Suggested content for these letters includes the following:

- In what context (e.g., professor, lab colleague, etc.) the letter writer has known the applicant.
- The applicant's interest in and potential for a specialization in urology and/or an independent career in urologic research.
- How the applicant will benefit from the proposed fellowship (i.e., mentoring, research and training environment, skills gained, etc.).

F. MENTOR BIOSKETCH

An NIH-style biosketch is required for all identified mentors, limited to five pages each. Applications that exceed the page limitation and/or do not include the primary mentor's biosketch will be deemed noncompliant and will not advance to review or receive consideration for an award.

G. RESEARCH PROJECT DESCRIPTION

The research project description is limited to three pages. Applications that exceed the page limitation will be deemed noncompliant and will not advance to review or receive consideration for an award. Research descriptions should include a reference cited section after the project description, which will not count toward page limits. It is recommended that no more than three to four figures be used.

The research project description should include all sections detailed below, in the order provided, using clear headers.

Section 1. Specific Aims

State the problem or question the project seeks to address and the approach(es) to be used to answer the problem or address the question. A brief timeline for the project is recommended; a detailed timeline is included in Section 4. Project Timeline.

Section 2. Background

Describe the scientific literature that documents or provides the research context for the problem the project will address, all sources referenced should be included in Section 5. References. Introduce the subject area of the research, including sufficient information to place the project in perspective (i.e., not an exhaustive, all-encompassing review of studies relevant to the problem).

Section 3. Impact

Describe the project's potential to advance urologic research and/or patient care. Detail how the project will encourage the applicant to ultimately pursue a career as a urology physician-scientist.

Section 4. Project Timeline

Outline the full duration of the proposed project (i.e., weeks, months, etc.) with start and end dates. Detail each phase involved in the project and include the percent effort allocated to the proposed project at each stage. For each change in percent effort allocation toward the project, provide a justification for the indicated increase/decrease and detail how progress toward project outcomes will be maintained.

Section 5. References

A bibliography, references cited, and/or abbreviations page must be included at the end of the Research project Description. Reference pages do not count towards the three-page limit.

H. RESEARCH FACILITIES AND ENVIRONMENT DESCRIPTION

Limited to one page, the research facilities and environment document should describe the laboratory facilities, faculty, and technical assistance available to conduct the proposed fellowship project, as well as its relation to mentor's ongoing research program. Applications that exceed the page limitation will be deemed noncompliant and will not advance to review or receive consideration for an award.

I. DIVERSITY, EQUITY, & INCLUSION STATEMENT

The applicant Diversity, Equity, & Inclusion (DEI) Statement is limited to one page. Please briefly share your views on diversifying the field of urologic research, and the field of urology more broadly. Describe your interests in contributing to this effort. What are some of the ways you have considered or worked toward greater diversity, equity, inclusion as it relates to your research? If you have not had direct experience in this area, please share your aspirations." If applicable to your proposed research plan, describe how your project addresses issues related to DEI in urology or inequity in urologic healthcare delivery.

III. PROPOSAL SUBMISSION INSTRUCTIONS

Formatting Guidelines:

The following guidelines are applicable to all documents submitted for the proposal. Applications that do not abide the formatting guidelines will be deemed noncompliant and will not advance to review or receive consideration for a fellowship.

Documents should use Times New Roman font in 12-point format with 1 to ½ inch margins. Paragraphs should be single-spaced, and figure/image legends/axes must be present and clearly visible. Documents from letter of reference writers, institution administrators, etc. must be submitted on official institution letterhead, include full credential lines, signed, and dated.

Electronic Registration

Applicants must submit the proposal and all required documents electronically via ProposalCentral at <https://proposalcentral.com/>. Submission of materials via email, fax, or postal mail will not be accepted.

To prevent emails from ProposalCentral from being identified as spam, it is strongly recommended that applicants, individuals providing letters of support for the proposal, and institutional representatives add pcsupport@altum.com to their address books or safe sender lists. Applicants requiring technical support related to the grant submission portal should contact ProposalCentral directly.

After creating a ProposalCentral account and logging into the system, the applicant can locate the Medical Student Fellowship by clicking on the "Grant Opportunities" tab and searching for the American Urological Association as the Grant Maker. The proposal can be accessed by clicking the "Apply Now" button. The proposal sections are listed below with additional guidance on how to complete each section. Applicants are responsible for ensuring the accuracy and completeness of all materials, and that materials are received in full before the letter of intent deadline.

A. PROPOSAL SECTIONS

1. Title Page

- Provide a title for your proposal (do not use all capital letters), indicate the year you will graduate medical school, and include the start and end dates of the proposed research.

2. Download Templates

- **Proposal Agreement Form** – This form must be completed in its entirety, including all necessary signatures and contact information, and submitted with the full proposal.

- **Biosketch Template** – This is a reference document to assist applicants in completing a maximum 2 page biosketch. Applicants may also visit <https://grants.nih.gov/grants/forms/biosketch.htm> for current NIH biosketch guidelines.
- 3. Enable Other Users to Access this Proposal**
 - This section allows the applicant to give other users access to the grant proposal, but it is not required.
 - 4. Applicant/PI**
 - Applicants will need to toggle between their “Professional Profile” in ProposalCentral and sections of the application in order to reference and complete the required information.
 - ORCID Identifier- In concurrence with the National Institutes of Health policy requiring ORCID iDs from all applicants beginning October 2020 “to simplify applicant reporting and improve the tracking of career outcomes”, all Urology Care Foundation award mechanisms will require applicants to provide ORCID iDs. Applicants may register for ORCID iDs at <https://orcid.org/>.
 - NPI (National Provider Identifier), if applicable.
 - 5. Eligibility**
 - Enter AUA membership information if applicable. Membership is not required to apply but is required to accept any Urology Care Foundation research award.
 - Identify the host institution and the AUA section it resides within. The host institution is where the proposed research will be conducted. Applicants are not restricted to their medical school, pending they identify a supporting primary mentor at another institution.
 - Applicants who intend to conduct their research at an institution within the state of New York, New Jersey, or Pennsylvania should reference the institution’s zip code to select the appropriate Section (see <https://www.auanet.org/membership/who-we-are/aua-sections-and-demographics>).
 - 6. Institution & Contacts**
 - This information is automatically populated from the applicant’s medical school selected in the Professional Profile.
 - 7. Key Personnel**
 - Applicants are required to identify their mentor(s) and additional letter of support writers for the proposed project. These individuals should be the same as those who will be writing the required confidential letters of support described below; however, this section does not prompt them to submit their required letters of support.
 - Each mentor must complete the required mentor sections within the Proposal Agreement Form.
 - 8. Confidential Letters of Support**
 - This section enables the applicants to invite their mentor(s) to complete and submit their required letters of support through ProposalCentral. Applicants should complete this immediately upon gaining access to the full proposal.
 - Once the applicant assigns a letter writer to their proposal, ProposalCentral will send an automated e-mail to the letter writer with an upload link that will enable them to submit their letter confidentially. Applicants have the ability to log into their proposals at any time to check the submission status of their letters of support.
 - Applicants may resend the invitation to individual letter writers and track whether the letters have been received. All letters of support must be received before the proposal deadline for the proposal to be considered for funding.
 - Letters of support must be on institutional letterhead.
 - 9. Project Information**
 - Applicants are required to provide a lay abstract for the proposed project and indicate the organ(s), disease(s), and proposal type most representative of the research project.
 - By submitting the full proposal, the applicant gives consent for the use of the abstracts in Urology Care Foundation or AUA publications, advertising, fundraising, or other media activities.

10. Budget Detail

- Please provide estimated costs for the research project and/or other anticipated expenses in this section. Urology Care Foundation funds cannot be used for institutional indirect costs, nor for expenses related to any personnel (e.g., mentor, lab technician, etc.) other than the applicant.

11. Budget Summary

- Please review budget expense entries to ensure accuracy. Note that total expenses across all categories cannot exceed the \$4,000 provided by the Urology Care Foundation.

12. Upload Proposal Attachments Here

- The proposal components previously detailed and summarized below are available as attachment types and must be uploaded as PDF files adhering to the page limitations indicated. Pages in excess of the limitation for any component and/or any missing section may result in the proposal being removed from consideration.
- **Proposal Agreement Form**
- **Applicant Biosketch / Resume** (two pages, NIH-style)
- **Mentor Biosketch(es)** (five pages per mentor, NIH-style)
- **Mentor Letter(s) of Support** (two pages)
 - The proposal must contain **one letter of support from each project mentor** on institutional letterhead. Per section II, subsection C, item 8, mentors will upload letters anonymously via link that is auto generated and distributed after the mentor e-mail is added to ProposalCentral. If the primary mentor letter of support is not received by the proposal deadline, the proposal will not be reviewed.
- **Research Facilities and Environment Description** (one page)
- **Research Project Description** (three pages)
- **Diversity, Equity and Inclusion Statement** (one page)

13. Validate

- This section will check for any required information or files missing from the proposal.

14. Print Full Proposal with Uploads

- This enables the applicant to download the entire proposal package for their records.

15. Submit

- Once submitted, additional changes cannot be made to the proposal unless released by the Office of Research. To contact the AUA Office of Research regarding your proposal please refer to section VI.

IV. PROPOSAL REVIEW INFORMATION

A. PROPOSAL REVIEW AND SELECTION PROCESS

An independent peer review panel of expert physician-scientists and researchers evaluate proposals. Each proposal is considered according to established criteria for determining merit as described below.

All review processes are conducted confidentially to maintain the integrity of the selection process. Peer reviewers agree to a nondisclosure statement that all proposal and evaluation information will not be disclosed outside the peer review panel. Violations of confidentiality can result in the voiding of peer review results and other corrective actions. In addition, the applicant, mentor(s), and other individuals involved in or otherwise standing to benefit from the proposal's funding are prohibited from contacting persons involved in the review process to gain protected evaluation information or to influence the evaluation process. Violations of these prohibitions will result in the disqualification of the proposal.

Reviewers will evaluate to what degree the proposed project length and associated percent effort are appropriate and will provide the applicant with an experience to promote the development of a successful career in urologic research.

Following the completion of peer review and from the pool of proposals deemed fundable, the most highly meritorious proposals will be matched to available awards. Given the complexity of this process and the various stipulations of each award, along with programmatic considerations, it must be understood that the highest scoring proposals may not be automatically funded; however, every effort is made to support all proposals with the highest merit. All funding decisions are at the sole discretion of the AUA Office of Research and approved by the AUA Research Council Chair.

B. REVIEW CRITERIA

All proposals will be evaluated against the following review criteria:

Applicant

- To what degree the applicant's achievements to date, stated career goals, and mentor Letter(s) of Support indicate his or her potential for a successful career in academic urology.

Mentor(s)

- To what degree the mentor(s) has/have demonstrated strong support for both the research project and the applicant as evidenced by a strong mentor Letter(s) of Support, apparent guidance in preparation of the proposal, and design (appropriate objectives, methods, timeframe) of the proposed research project.
- To what degree the mentor(s) has the required expertise and track record, especially in relation to urologic research, to provide sufficient scientific guidance and oversight for the research project and training.

Institution

- To what degree the institution provides a training environment with ongoing urologic disease research that will promote the development of the applicant.

Research Project

- To what degree the proposed project is focused on a significant problem in urologic research.
- To what degree the research project and training are appropriately designed and will provide the applicant with an experience to promote the development of a successful career in urologic research.
- To what degree the proposal is well organized, clearly presented, and suggests the applicant's ability to think clearly and to present an argument in a logical, compelling way.
- To what degree the proposed project length and associated percent effort are appropriate and will provide the applicant with an experience to promote the development of a successful career in urologic research.

Diversity, Equity, & Inclusion Statement

- Reviewers will be asked to evaluate the extent to which the applicant's DEI statement adequately reflects the intent of the AUA's commitment to diversity, equity, and inclusion.
- This review criterion will not affect the overall impact score of an application but may be considered when determining appropriate alignment of the grant portfolio with DEI goals as outlined by the AUA and Urology Care Foundation

C. NOTIFICATION OF PROPOSAL REVIEW RESULTS

Medical Student Fellowship applicants will be notified of funding decisions through ProposalCentral and/or in writing via email. To prevent emails from the proposal submission system from being identified as spam, it is strongly recommended to add pcsupport@altum.com to your address book or safe sender list. Please note that results will not be given over the phone.

Applicants selected for funding must:

- Send an email to grantsmanager@AUAnet.org to confirm or decline the award within 48 hours.
- Submit a high-quality headshot (file size typically ≥ 1 MB) in professional dress or laboratory/white coat via ProposalCentral within a week of accepting the award. With the submission of this photo, the applicant thus gives consent for its use in Urology Care Foundation or AUA publications, advertising, fundraising, or other media activities.

- Confirm AUA membership and provide proof of membership (where applicable) to any award sponsor organization within a week of accepting the award. Ensure that the correct individuals (e.g., mentors and/or administrators) are listed to have access to the award in ProposalCentral, if applicable.

D. NOTICE OF AWARD

For applicants selected for funding, a Notice of Award letter will be issued prior to the first payment to notify the awardee, primary mentor, and institution that an award has been made and to specify the terms and conditions of the award. The Urology Care Foundation and the sponsors for their award programs do not assume responsibility for the conduct of the activities that the award supports, or for the acts of the award recipient, because both are under the direction and control of the award recipient's institution and subject to its medical and scientific policies.

V. AWARD REQUIREMENTS

A. REGULATORY APPROVALS AND EXEMPTIONS

1. INSTITUTIONAL REVIEW BOARD (IRB)

Awardees must provide a letter of approval or exemption from the local IRB if activities involving human subjects are planned during the proposed research. IRB letters of approval or exemption are not required at the time of proposal submission. Should the proposal be selected for funding, the award will be contingent upon receipt of a copy of the current IRB approval or exemption letter by the AUA Office of Research. Documentation should be submitted through the proposal submission system. IRB approval or exemption documentation must be obtained prior to the award performance period start date. The Urology Care Foundation reserves the right to terminate the award if the above terms are not met.

2. INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC)

Awardees must submit a letter of approval or exemption by the IACUC if activities involving vertebrate animals are planned during the research. IACUC letters of approval or exemption are not required at the time of proposal submission. Should the proposal be selected for funding, the award will be contingent upon receipt of a copy of the current IACUC approval or exemption letter by the AUA Office of Research. Documentation should be submitted through the proposal submission system. IACUC approval or exemption documentation must be obtained prior to the award performance period start date. The Urology Care Foundation reserves the right to terminate the award if the above terms are not met.

B. REPORTING

Failure to adhere to reporting requirements and/or provide appropriate documentation may result in a delay in payments of other awards to the institution or suspension of the awardee, mentor(s), or institution from eligibility for subsequent Urology Care Foundation funding opportunities. Unless approved by the Urology Care Foundation, failure to complete the duration of the research period will result in repayment of unspent funds to the Urology Care Foundation.

1. PUBLIC ACCESS PUBLISHING AND SHARING OF GRANT INFORMATION

All Urology Care Foundation awardees are subject to a public access policy. In addition, the AUA is a member of the Health Research Alliance (HRA)—a national consortium of non-governmental, nonprofit funders of biomedical research and training—and has agreed to deposit grant information in the HRA database of privately funded grants, HRA Reporter.

The AUA and its Urology Care Foundation reserve the right to include information relating to the grant (such as the grantee name and project title) in materials issued by or on behalf of the AUA and Urology Care Foundation, including periodic reports, newsletters or news releases, the website, or in any other materials issued by or on behalf of the AUA and the Urology Care Foundation. The following award information will be provided to the HRA Reporter database and may be shared with the public: investigator name, degrees, clinical specialty if

applicable, institution, project title, abstract, grant start date and duration, grant amount, and ORCID iD of the investigator if applicable. HRA aggregates these data for its member organizations and for periodic publication.

2. CLOSEOUT REPORTING

Failure to adhere to reporting requirements and/or provide appropriate documentation may result in a delay in payments of other awards to the institution or suspension of the awardee, mentor(s), or institution from eligibility for subsequent Urology Care Foundation funding opportunities. Unless approved by the Urology Care Foundation, failure to complete the duration of the research period will result in repayment of unspent funds to the Urology Care Foundation.

Awardee

Within 30 days of the completion of the period of performance of the funded project, the awardee must submit a closeout report via the ProposalCentral which must include the following information:

- **Summary of Research:**
 - a. Narrative of funded research, clearly stating the findings, and specifying how the research results met the objectives established in the proposal (two-page maximum).
- **Personal Statement:**
 - a. detailing the awardee's experience during the award period, how the funding provided by Urology Care Foundation helped the awardee's overall professional growth (i.e., research experience, potential research focus), and whether the awardee plans to continue within the field of urologic research (one-page maximum).
- **Products or outcomes:**
 - a. List and describe any products (tangible products include but are not limited to: patents, new animal models, clinical guidelines, new assays, etc.) or outcomes (conference abstracts, presentations, and journal manuscripts published or in press) that were at least in part supported by the Urology Care Foundation award.

Primary Mentor

Within 30 days of the completion of the period of performance of the funded project, the primary mentor must submit a closeout report via the ProposalCentral which must include a confidential statement (one-page maximum) evaluating the awardee's performance during the research project and promise as a future physician scientist.

3. OUTCOMES REPORTING

Following the completion of the project period, the AUA Office of Research may contact previous awardees to collect additional award outcomes information including, but not limited to, publications, funding, invited speakerships and presentations, mentorship, and leadership positions within the AUA or affiliated organizations.

4. CHANGES TO CONTACT INFORMATION, PROJECT, PERSONNEL, INSTITUTION, OR FUNDING

Any changes impacting the research project (i.e., primary mentor, key personnel, host institution, available facilities, applicant contact information, etc.) that occur after the proposal submission deadline MUST be reported to the AUA Office of Research. The AUA Office of Research will review the situation and determine whether the submitted proposal may continue to peer review or must be withdrawn.

Urology Care Foundation mentored research awards are intended to support individual early-career urologic researchers showing significant promise. Requests to change the award applicant will result in automatic

application withdrawal and/or award ineligibility. Requests for exemption will not be considered. All decisions made by the AUA Office of Research are final.

If the applicant accepts funding after applying for the Award, the awardee MUST contact the AUA Office of Research to discuss appropriate courses of action. The AUA Office of Research will review the competing funding and determine whether the submitted proposal may continue to peer review or must be withdrawn. If the awardee does not meet this requirement, applicants may be ineligible to apply for future Urology Care Foundation funding opportunities.

If the awardee is selected for any additional funding from organizations other than the Urology Care Foundation after being selected, the awardee MUST immediately contact the AUA Office of Research to discuss appropriate courses of action. If the awardee does not meet this requirement, return of any used or unused funds may be required.

C. SPONSOR ACKNOWLEDGEMENT

Awardees are required to send electronic copies of articles published based on Urology Care Foundation funded research to the AUA Office of Research at grantsmanager@AUAnet.org. Applicants submitting any publications or presentations arising from work supported in whole or in part by this fellowship must include the following funder acknowledgment:

“This work was supported in part by the Urology Care Foundation Medical Student Fellowship Program and [SPONSOR NAME].”

D. AUA AND UROLOGY CARE FOUNDATION RESEARCH-RELATED ACTIVITIES

Each year, the AUA and the Urology Care Foundation coordinate several events designed to advance urologic research and provide educational venues, especially for early-career investigators. These events are held during the AUA Annual Meeting and at AUA Headquarters in Linthicum, Maryland. Medical Student Fellowship award recipients are highly encouraged to attend the following events and should refer to the Notice of Award and/or contact the Office of Research at research@auanet.org for additional information.

AUA Annual Meeting

- Basic Sciences Symposium
- Challenges for Urologic Research Symposium
- Early-Career Investigators Showcase
- Urologic Oncology Research Symposium
- Independent Practice Research Symposium
- SBUR?

AUA Headquarters

- Early-Career Investigators Workshop
- Co-Sponsored Research Symposia

E. SPONSORING ORGANIZATION EVENTS

Fellows may be asked to attend or present their research at events hosted by the sponsoring organization (e.g., AUA Section or sub-specialty). When possible, fellows are encouraged to make arrangements to do so.

VI. CONTACT INFORMATION

Questions related to this Program Announcement or submission requirements should be directed to the AUA Office of Research. The preferred method of communication is email at grantsmanager@auanet.org. Phone

calls, when necessary, may directed to 410-689-3762. Assistance is typically available Monday through Friday from 9:00 a.m. to 5:00 p.m. Eastern time. Please allow two business days for response time.