**How to apply**

A complete application consists of the following:

**1. Facesheet (A)**

A completed copy of the facesheet (A). All co-applicants or collaborators should be listed.

**2. Project summary sheet (B)**

a) Project Summary

On the top of page 3, please outline your proposal, stating the objective of the project, and the methods you plan to use.

b) Relevance Statement

We look to applicants to help us understand why their particular project warrants support when resources are limited. Developmental Disabilities relevance is one of the most important criteria in making this decision. Although the relevance may seem obvious to you, the review committee still looks to you to be as explicit as possible on this point.

**3. Project description (C)**

The project description should outline the goals of the research to be accomplished during the award period. It should be sufficient to give a clear idea of the central hypothesis of the work, and the fundamental methodologies to be employed. Although detailed description of methodology is not expected, the applicant must provide enough detail for the application to receive an informed review. The emphasis should be on the general objectives of the work, where the work fits into contemporary developments in its field, and what the “payoff” will be.

Please use a typeface no smaller than the type used in these guidelines (Arial 11pt.), and leave margins of 1" on all sides.

**The project description must not exceed four pages**. You may append additional 1 additional page for references.

**4. Budget**

**5. Statement by Applicant**

A letter describing the applicant’s current or recently completed research training and future career plans. The applicant should explain the unique contribution that receipt of this award will make to his or her research activities.

**6. Applicant’s biographical sketch**

The applicant’s brief self-sketch using the NIH format (not more than three pages).

**7. Supervisor’s biographical sketch**

The supervisor’s brief bio-sketch using the NIH format (not more than three pages).

**8. Submit proposals via email attachment to**

Sarah O’Flanagan,

Program Coordinator for the Developmental Disabilities Program, at: [ddp@uwo.ca](mailto:ddp@uwo.ca)