



## EWEB Research Award Applicant Checklist

### 1. Eligibility

- ☐ I have not received AWHONN grant funds in the past 5 years.
- ☐ I am not the Principal Investigator for a federally funded research/resource grant.
- ☐ I am an AWHONN member (have a valid AWHONN Member Number).

### 2. Applicant Information

- ☐ First name
- ☐ Last name
- ☐ Credentials
- ☐ City, State
- ☐ Affiliation name (school or other institution)
- ☐ Secondary affiliation (if applicable)
- ☐ Primary email address
- ☐ Secondary email (optional)
- ☐ Phone number
- ☐ AWHONN Member Number
- ☐ Applicant Bio-sketch (max 1,500 characters / 300 words)

### 3. Project Information

- ☐ Title of Proposal
- ☐ Abstract (max 3,000 characters) using the following headings: Background, Problem Statement/Aims, Methods, and Potential Clinical Implications
- ☐ Project Narrative (max 12,000 characters) including: Background, Problem Statement and Aims, Methods, Proposed Timeline
- ☐ References in APA 7th edition format (max 5,000 characters)
- ☐ Budget and Justification Table (Expense | Justification | Amount)
- ☐ Total Budget Amount

### 4. Supporting Documents

- ☐ IRB approval or IRB submission document
- ☐ Letter(s) of Support – on official letterhead, signed, includes supporter's contact info (combine into one PDF if multiple)

### 5. Submission

- ☐ All sections of the application are complete (incomplete applications will not be reviewed).
- ☐ Application submitted by December 12, 2025, at 5 PM ET.