

Application Instructions

The following is a list of the documents and information that will be requested as part of the Congenital Hyperinsulinism International (CHI) research grant program to be submitted in through the secure grant program portal: [Congenital Hyperinsulinism International Submission Manager - 2026 Congenital Hyperinsulinism Research Grant Application](#) (Submittable).

- Proposed projects should have a one-year grant period that begins within three months of award notification. Funding decisions will be made by November 2026.
- NIH-Style biosketch with other support of PI and key personnel, as a PDF
 - The PI must include accurate and complete information regarding all other sources of grant support (current and pending), including title, abstract, annual and total amount of grant, inclusive funding period, and percent effort
- Detailed budget and justification
 - This package should contain an Excel budget sheet with justifications described in a Word document.
 - Indirect costs are limited to up to 10% of direct costs and must be included in the total award amount.
 - Please note the following expenses and their expense categories:

Allowable direct costs	Justification needed	Unallowable costs
Salary for PI	Sub-contractor/consultant costs	Tuition
Travel (up to \$1500 USD)	Equipment >\$5,000 USD	Professional membership dues
Salary/stipend and related benefits for graduate student/postdoctoral fellow/technical support		General office supplies, institutional administrative charges (e.g. telephone, other electronic communication, IT network, etc.)
Laboratory supplies and other research expenses		Pre-award charges
Indirect costs of 10% are included in the total award amount		Any other expenses not directly related to this project.

- Research plan (5 pages max) and bibliography (1 page max), as a combined PDF

- The research plan should include the following sections:
 - Specific Aims (1 page max)
 - Background and Significance
 - Preliminary Studies
 - Research Design and Methods
- Figures may be included in the Research Plan, but figures do contribute to the total page limit.
- Lay summary of the project, not to exceed 250 words
- Abstract, not to exceed 250 words
- Brief statement on how the proposed work addresses one or more of the CHI [prioritized research agenda](#) items, not to exceed 200 words