

December 2014

Process for Applying for Grant Funding

The mission of the Jack Pribaz Foundation is to raise awareness and fund research of the KCNQ2 gene. We are committed to supporting research of KCNQ2-related epilepsy that moves us closer to a cure.

We are interested in projects that investigate the KCNQ2 gene and KCNQ2-related epilepsy, believing that understanding this small piece of the bigger epilepsy puzzle can yield valuable insights to the greater epilepsy community. We focus our resources on areas that have the potential to make the biggest impacts for advancing the science, accelerating better treatments, and ultimately finding a cure. Historically, funding granted by the Jack Pribaz Foundation has been the seed for investigators to subsequently harvest larger government and other private grants.

As an organization we value collaborative and innovative approaches while demanding rigorous scientific method. Our scientific advisory panel includes leading KCNQ2 researchers. We also place a high priority on ethical standards and strive to be careful stewards of our donors' trust and capital.

Application Process for Grant Funding

The first step in the application process for a monetary grant is to submit a letter of inquiry to:

Angela Cherry, Administrator
C/O The Jack Pribaz Foundation
PO Box 813 Wheaton, IL 60187

alcherry@kcnq2.org

The letter should demonstrate how the request meets the Jack Pribaz Foundation's guidelines and supports its mission (described above). Please include a description of the project to be funded, the total project budget, the amount requested from the Foundation, and background information about the investigator(s). Review the [Letter of Inquiry Checklist](#) for more details.

The Foundation considers all letters of inquiry and will acknowledge receipt by mail. If the Foundation determines that the requested funding needs are consistent with the Foundation's eligibility requirements, the requestor will be invited to apply and provided the necessary forms and details to submit a comprehensive

application. The Foundation prefers to make grants of \$25,000 or more. However, we will consider grants for amounts of \$5,000 or more. We will also consider multi-year grants.

Letter of Inquiry Checklist

Letters of inquiry should be signed and submitted on official letterhead and include the following:

- Full legal name of the requesting organization
- Brief biosketches of the investigator(s)
- Description of the project to be funded, including general project timeline (if applicable)
- Total cost of project and amount of money requested from the Jack Pribaz Foundation
- Contact information, including name, title, address, telephone number, and email address

Letters of inquiry should be no more than two pages in length. Please do not send the Jack Pribaz Foundation anything that you consider confidential. Please note that the Foundation does not accept letters of inquiry via fax or electronic mail.

We look forward to reading your letter!