



RFP

REQUEST FOR PROPOSAL

APPLICATIONS MUST BE
RECEIVED BY 5/1/26



General Guidelines and Policies for Completion of Request for Proposal

Introduction

Clear Thoughts Foundation (CTF) is a private, non-profit organization founded in Pittsburgh, PA in 2010 with a mission to fund the discovery of breakthrough drugs and novel treatments to eliminate dementia. It is CTF's vision to see a world free of dementia.

Eligibility

Applicants may be non-profit or for-profit organizations focused on dementia research, or individuals employed by an educational institution or non-profit organization engaged in dementia-related research. Individual applicants will not be accepted, as all applications must agree to be part of a multi-disciplinary consortium conducting research in Pittsburgh, PA. All applicants must agree to be employed and supervised by their institution at all times while conducting research supported by CTF. Under no circumstances will the applicable ever be considered an employee of CTF. In cases of a change in institution (either individually or collectively) while applying for, or utilizing funds from CTF, applicants must notify CTF and will be subject to review based upon the change in circumstances.

The research must be in the field of dementia. CTF will accept scientific proposals for the discovery of disease-modifying treatments to prevent or slow the progression of any form of dementia. CTF will only consider proposals that are gathering the data needed for application to larger NIH/NIA grant funding. This grant is to serve as bridge funding. CTF will not consider proposals for advancing basic research into disease mechanisms at this time.

Completed applications must be received by 11:59p.m. on 5/1/26. Applications received after that date will not be eligible for consideration. Applicants selected for further consideration will be required to deliver a 10-minute lay presentation of their proposed project either in person or via a virtual platform between June 1 and June 11, 2026.

Terms

The maximum award will be no greater than \$200,000 for two years (no more than \$100,000 per year awarded) and may be less if deemed appropriate by CTF. Project(s) that are awarded funding must be completed between July 1, 2026 - December 31, 2027. Funding is to cover direct costs only, and costs should be reflected in the budget. A request to carry over funds must be submitted to CTF at least one month prior to the grant end date. Any funds remaining unspent as of December 31, 2027, for which a carryover request has not been approved, must be returned to CTF no later than January 31, 2028.

Selection Criteria

All proposals received and accepted for review will be evaluated by the CTF Grant Review Committee. The members of this committee include physicians/researchers with special interests in the field of dementia. They will review the applications and make recommendations for funding based on the merit of the proposed research, including its relevance to the field of dementia, collaborative aims including multiple PI's, and the degree to which the proposed research is aligned with the CTF mission. Only multi-disciplinary consortia-based proposals that are gathering the data needed for application to larger NIH/NIA grant funding located in Pittsburgh, PA will be reviewed. The Review Committee will make a report to the CTF Boards Members and only by vote of the CTF Board will proposals be accepted for funding.

Non-Profit Statement

CTF is an organization exempt from federal taxation under Section 501-(c)(3) of the Internal Revenue Code, Federal Tax ID#27-377873. Applicants may only use awards to pay direct costs related to conducting research in the field of dementia, and for no other purpose. Without limiting the generality of the proceeding sentence, applicants may not use any portion of the award to support or oppose any political party, candidate, or cause in any election.

Preparation and Submission of Application

Preparation

Applicants should complete pages 4-6 provided in this RFP and submit with their developed application requirements outlined below via a single electronic file (Adobe PDF format) to info@clearthoughtsfoundation.org. The application format should be as follows using the headings and including the information requested below.

- **Title:** Provide a brief and descriptive project title.
- **Abstract:** Provide a concise, one-paragraph summary that serves as a standalone overview of the proposed study (maximum 300 words).
- **Lay Summary:** Provide a clear, non-technical summary (for a non-scientific audience) outlining how the proposed research will impact the field of dementia, contribute to future treatment options, and be used for future application to NIH funding (maximum one page).
- **Specific Aims, Proposed Studies, and Methods:** Provide the project's specific aims and description of the hypothesis to be tested. Describe the proposed studies, including methodology, anticipated results, potential challenges, and strategies to address them. Include a timeline of activities and highlight methodological rigor to ensure validity and reliability of the findings (maximum three pages).
- **Background, Significance, and Innovation:** Provide a section that describes the scientific background, the significance of the proposed work, and its innovative aspects, including the unique advantages and added value enabled through collaboration. Relevant literature should be appropriately cited (maximum two pages).
- **Preliminary Data:** If this application represents a resubmission, provide a description of new information or data that is clearly outlined, as well as any publications citing CTF (maximum two pages).
- **Budget Justification:** Provide a detailed justification for all requested salary support, supplies, and equipment listed in the provided 'Budget Request.' Include a brief description of each PI's laboratory contributions and general activities related to the project (maximum one page).
- **Biosketch and Other Support:** Submit an NIH-format biosketch for all investigators and key personnel listed in the application. In addition, provide an NIH-format 'Other Support' document for each investigator that details all active and pending sources of funding. Any potential scientific, budgetary, or effort overlap with the proposed project must be clearly identified and explained (maximum three pages per PI).
- **Additional Application Guidelines:**
 - The application must be submitted via email to info@clearthoughtsfoundation.org, in a single file in Adobe PDF format prior to the specified deadline. Please use 11 pt. font.
 - The Principal Investigator and the Institutional Representative must sign the application before it will be accepted for review.
 - The Abstract portion of the application should contain enough information to adequately explain the project and its relevance to dementia.
 - The budget should be inclusive and for direct costs only. Justification is needed for all equipment purchases over \$500.00.
 - The Attestation Statement must be read and signed by the Principal Investigators. Item number 5 refers to the Investigator's commitment that the research will be conducted under the supervision of an Institution at which appropriate standards and oversights are working.

Notification

The notification of CTF's decision regarding funding will be emailed to the applicant and the Institutional Representative within 90 days after the close of the application period.

ALL APPLICATIONS MUST BE RECEIVED BY 11:59PM, 05/01/26

Application Submission General Information

Title of Project: _____

Total Amount Requested: \$ _____

Principal Investigator

First & Last Name, Degree: _____

Title: _____

Name of Institution: _____

Department: _____

Address: Number and Street: _____

City, State, and Zip Code: _____

Telephone Number: _____

Email Address: _____

Signature **Date**

Principal Investigator

First & Last Name, Degree: _____

Title: _____

Name of Institution: _____

Department: _____

Address: Number and Street: _____

City, State, and Zip Code: _____

Telephone Number: _____

Email Address: _____

Signature **Date**

Principal Investigator

First & Last Name, Degree: _____

Title: _____

Name of Institution: _____

Department: _____

Address: Number and Street: _____

City, State, and Zip Code: _____

Telephone Number: _____

Email Address: _____

Signature **Date**

It is the responsibility of the institution to assure that the activities funded by this grant are properly carried out in accordance with the guidelines established by the U.S. Department of Health and Human Services. This assurance is verified by the signature of the Official signing below:

Official of Institution

First & Last Name, Degree: _____

Title: _____

Name of Institution: _____

Department: _____

Address: Number and Street: _____

City, State, and Zip Code: _____

Telephone Number: _____

Email Address: _____

Signature of Official **Date**

Official of Institution

First & Last Name, Degree: _____

Title: _____

Name of Institution: _____

Department: _____

Address: Number and Street: _____

City, State, and Zip Code: _____

Telephone Number: _____

Email Address: _____

Signature of Official **Date**

Official of Institution

First & Last Name, Degree: _____

Title: _____

Name of Institution: _____

Department: _____

Address: Number and Street: _____

City, State, and Zip Code: _____

Telephone Number: _____

Email Address: _____

Signature of Official **Date**

Budget Request

Budget

Personnel

- Salaries
- Benefits (Must not exceed 10% of total request)

Equipment

Supplies (Group in Categories)

Miscellaneous (List Specifics)

TOTAL AMOUNT REQUESTED
(Must match amount on page 4)

Dollar Amount

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Attestation Statement Regarding Grant Funding

For All Project Investigators

1. By affixing my signature below, I attest that I have read and will follow the following principles with regard to funding supplied to me by Clear Thoughts Foundation (CTF).
2. The funds that I have applied for will be used solely to fund only the direct costs of the proposed research for which I am applying and for no other purposes. I understand that at this time no funds are available for indirect costs. No funds may be used to intervene in any political party or candidate for public office.
3. I further understand that if duplicate funding for this project is obtained, at any time that I will immediately inform CTF and withdraw my request for funding. In the event that any portion of the project is now being funded by, or in the future is funded, by another source, I will fully disclose that to CTF.
4. The principal area of investigation shall be in the area of dementia and the proposed research shall serve to advance existing dementia research.
5. The principal investigator's institution(s) will be responsible for certifying to CTF that the research is conducting in accordance with current medical research standards and that is in compliance with the current guidelines of the U.S. Department of Health and Human Resources regarding Vertebrate Animals, Recombinant DNA, Research Misconduct, and Financial Conflict of Interest. The institution will further verify that any research involving human subjects or vertebrate animals has been approved by the necessary review boards and committees, in accordance with existing laws and regulations.
6. The principal investigators shall submit a budget with the application and justification for budgetary items exceeding \$500.
7. The principal investigators shall be required to submit multiple progress reports summarizing research results and listing all publications in which the findings have been published.
8. Applications will be submitted alongside this completed .pdf form provided by CTF.

Principal Investigators

Date

