

# AMERICAN RESPIRATORY CARE FOUNDATION

## NBRC/AMP H. Frederic Helmholz, Jr., MD Educational Research Endowment *Application Information and Instructions*

The NBRC/AMP has provided an endowment to the American Respiratory Care Foundation (ARCF) to support up to \$3,000 annually for educational or credentialing research, a Master's thesis, or Doctoral dissertation with practical value to the respiratory care profession.

### **General Instructions**

#### *Submission of Application Forms*

Use the attached form to apply for the NBRC/AMP H. Frederic Helmholz, Jr., MD Educational Research Endowment. Use English only and avoid jargon and unusual abbreviations. The application should be typed, single spaced and must stay within the margin limitations indicated on the form and continuation pages. Continuation pages must be 8 ½" X 11", good quality, white bond paper. Draw all graphs, diagrams, tables and charts in the body of the application; submit them in an appendix.

Mail or deliver the completed and signed original and four photocopies of the application and any Appendix materials to:

American Respiratory Care Foundation (ARCF)  
9425 N. MacArthur Blvd., Suite 100  
Irving, TX 75063

Do not submit an incomplete application. Do not submit additional material pertinent to an application after the receipt date, unless it is requested or agreed to by prior discussion with the Chairman of the ARCF Board of Trustees.

A complete application should be submitted by June 30 for consideration of the annual award. The ARCF Board of Trustees will utilize appropriate consultants to assure a complete review of the application. Applicants will be notified by August 1 of the ARCF's decision regarding award of a grant. The grant and certificate are presented at the AARC Awards Ceremony during AARC's Annual International Congress. The ARCF will cover the travel expenses for the award recipient to attend the International Congress to receive the award.

The ARCF reserves the right to recall funds granted for a project, if they are being misused or if sufficient progress is not being made.

#### *Progress Reports*

Summary reports must be submitted periodically and must be properly identified with the title and name of the principal investigator. Publications related to the research must acknowledge the support of the ARCF; five reprints of such reports must be sent to the ARCF upon publication.

