

Overview

The <u>AASLD Project Portal</u> is a brand-new platform for members to easily submit proposals for white papers, projects, and initiatives that align with AASLD's mission and <u>strategic priorities</u>. This portal is designed to foster innovation and streamline how projects are submitted, reviewed, and brought to life to advance liver health.

The inaugural Project Innovation Awards will fund high-impact ideas that demonstrate promise in advancing liver health, education, or community engagement, submitted through the Project Portal. Funding for the Project Innovation Awards is provided by the <u>AASLD Foundation</u> thanks to the generous donation by an anonymous donor.

Finalists will be selected by the AASLD Governing Board, with awardees chosen by the donor. Funding recipients will be announced and recognized at <u>The Liver Meeting</u>® in November.

Note: The AASLD Project Portal is for all project proposals aligned with AASLD's mission and strategic priorities. It is where proposals for the inaugural Project Innovation Awards will be submitted and vetted.

Read the FAQs below for more information about the Project Portal and the Project Innovation Awards.

Frequently Asked Questions (FAQs) about the AASLD Project Portal

1. What is the AASLD Project Portal?

The Project Portal is a new, centralized platform that streamlines how AASLD members submit white papers and project proposals for new initiatives, including proposals for the Project Innovation Awards.

2. Where is the portal and how do I access it?

The portal is hosted via the OpenWater platform. Access the portal here.

3. What can members do in the portal?

Members can submit white papers or new project proposals or submit for the AASLD Project Innovation Awards.

4. What can be submitted in the portal?

- Project proposals aligned with AASLD's mission and strategic priorities.
- White papers to explore new areas of focus or programming aligned with AASLD's <u>strategic</u> <u>focus</u>.
- Project Innovation Award submissions.



FAQs about the AASLD Project Innovation Awards

1. What are the AASLD Project Innovation Awards?

The Project Innovation Awards are donor-funded grants awarded to high-impact member-led proposals. Awarded projects receive funding and recognition for their innovation and potential to benefit the liver health community. The awards are designed to promote new or innovative programs; these are not research awards.

Funding for the Project Innovation Award is provided by the AASLD Foundation thanks to the generous donation by an anonymous donor.

2. Who can submit?

All active AASLD members are eligible to submit proposals through the portal. Do you need to renew your membership to access this exclusive member benefit? Click <u>here</u>!

3. How will project submissions be evaluated?

First, AASLD staff will conduct an initial eligibility review to include such criteria as current membership. From there, committees or SIGs will be asked to provide input and endorsements for proposals. Approved proposals will be evaluated by a selection committee comprised of AASLD Board and Foundation Board members.

Submissions will be reviewed based on:

- Strategic Alignment: Demonstrates fit with AASLD's strategic pillars.
- Mission Resonance: Showcases relevance to AASLD's core goals and values.
- Resource Assessment: Details feasibility, cost, and required support.
- **Committee/SIG Endorsement**: Includes necessary support from relevant AASLD stakeholders.

4. How do I get a project endorsement?

Once you submit your proposal, you will receive a confirmation notice. Your proposal will be sent to the appropriate committee or SIG for review and endorsement. Upon completion of this review phase, the Chair of the relevant Committee or SIG will complete the endorsement form which will be part of the overall proposal package. This package will then be shared with the selection committee for evaluation.

Endorsements will be based on merit, feasibility, and strategic alignment. Members may be asked to present or answer questions to support their proposals. For more information about project endorsements, contact your AASLD Committee or SIG Staff Liaison.

For more information about our committees and SIGs, please email governance@aasld.org.

1001 North Fairfax Street, 4th Floor, Alexandria, VA 22314 Phone: 703-299-9766 Fax: 703-299-9622 Web: AASLD.org Email: aasld@aasld.org



5. What can Project Innovation Award grant funds be used for?

Funds from the Project Innovation Awards can support:

- Project-related expenses, such as technology, software, printing, or hosting.
- External consultants or vendors (if needed for project delivery).
- Travel or honoraria for speakers or collaborators.
- Materials for education, outreach, or dissemination.

6. What level of funding support can I request through the Project Innovation Awards?

Members may request any amount up to **\$36,000** in award funding to support eligible project costs. Funding requests should be proportionate to the project's scope, impact, and alignment with AASLD's strategic priorities.

When requesting funding, be sure to include:

- A clear budget with projected expenses.
- A justification for how the funds will be used.
- An explanation of how the funding will advance the project's goals.

*Note: Proposals may be partially or fully funded depending on volume and donor selection.

7. What is the estimated timeline for the Project Innovation Awards?

- July-September 2025: Submission window open.
- October 2025: Finalists selected by Governing Board; Donor selects awardees.
- **November 2025:** Awardees notified and recognized at The Liver Meeting.

*Note: Timeline may shift depending on submission volume and donor approval.



FAQs about White Paper Submissions

1. What should I consider before proposing a white paper?

Before submitting a proposal, start by developing a clear concept. Define the purpose, target audience, and the relevance of your idea to AASLD's mission and the field of hepatology. Ask yourself:

- What issue does the white paper address?
- How will it contribute to the field or AASLD's strategic priorities?
- Who is the intended audience, and how will they benefit?

You will also want to identify key themes and topics, consult with subject matter experts (if needed), and determine the paper's length, structure, and scope.

2. What should my white paper proposal include?

Your proposal (no more than 750 words) should include:

- An executive summary with purpose, audience, relevance to AASLD's strategic priorities, and anticipated impact.
- A detailed outline of the proposed white paper.
- A timeline for writing, review, and publication, with milestones and deadlines.
- A list of proposed authors and contributors.
- The intended publication outlet (e.g., AASLD journal, website, newsletter, etc.).

3. Who should I consult before submitting my proposal?

Before submitting through the portal, you should consult the Governing Board Liaison (GBL) assigned to your Committee or SIG. They will provide feedback and initial approval.

If your proposal comes from a SIG, it is strongly recommended to also present your draft to the SIG Advisory Committee for input.

4. How do I get formal endorsement for my white paper?

Once your Governing Board Liaison has reviewed and supported the proposal:

- 1. Submit it through the AASLD Project Portal.
- 2. AASLD staff will route your submission to the appropriate Committee or SIG.



- 3. The Committee or SIG will formally discuss and vote on the proposal.
- 4. If approved (majority vote), the endorsement must be documented in meeting minutes or a written approval letter.
- 5. The Committee/SIG Chair will upload or submit the endorsement in the online portal.

5. What happens after my proposal is endorsed?

Once endorsed, AASLD staff will share your proposal with the intended journal editor(s). Editors will review and respond within approximately 2 weeks with:

- Acceptance/non-acceptance.
- A suggestion to submit to another AASLD journal or platform.
- Requested revisions or feedback.

6. What comes next if the journal approves the white paper?

Once the journal editor(s) approve your proposal, it moves into the next phases of development, including:

- Full manuscript drafting and internal/external review.
- Final review and approval by the **AASLD Governing Board**.
- Formal submission and approval by the journal editorial board.

7. What if the journal does not accept the proposal?

If a journal declines to publish the white paper, you may consider adapting it as another AASLD resource—such as:

- LiverLearning® module
- Feature on the AASLD website
- Newsletter or member communication deliverable

For questions or more information, please reach out to Michael Providence, Director, Policy & Planning, at <u>mprovidence@aasld.org</u>.