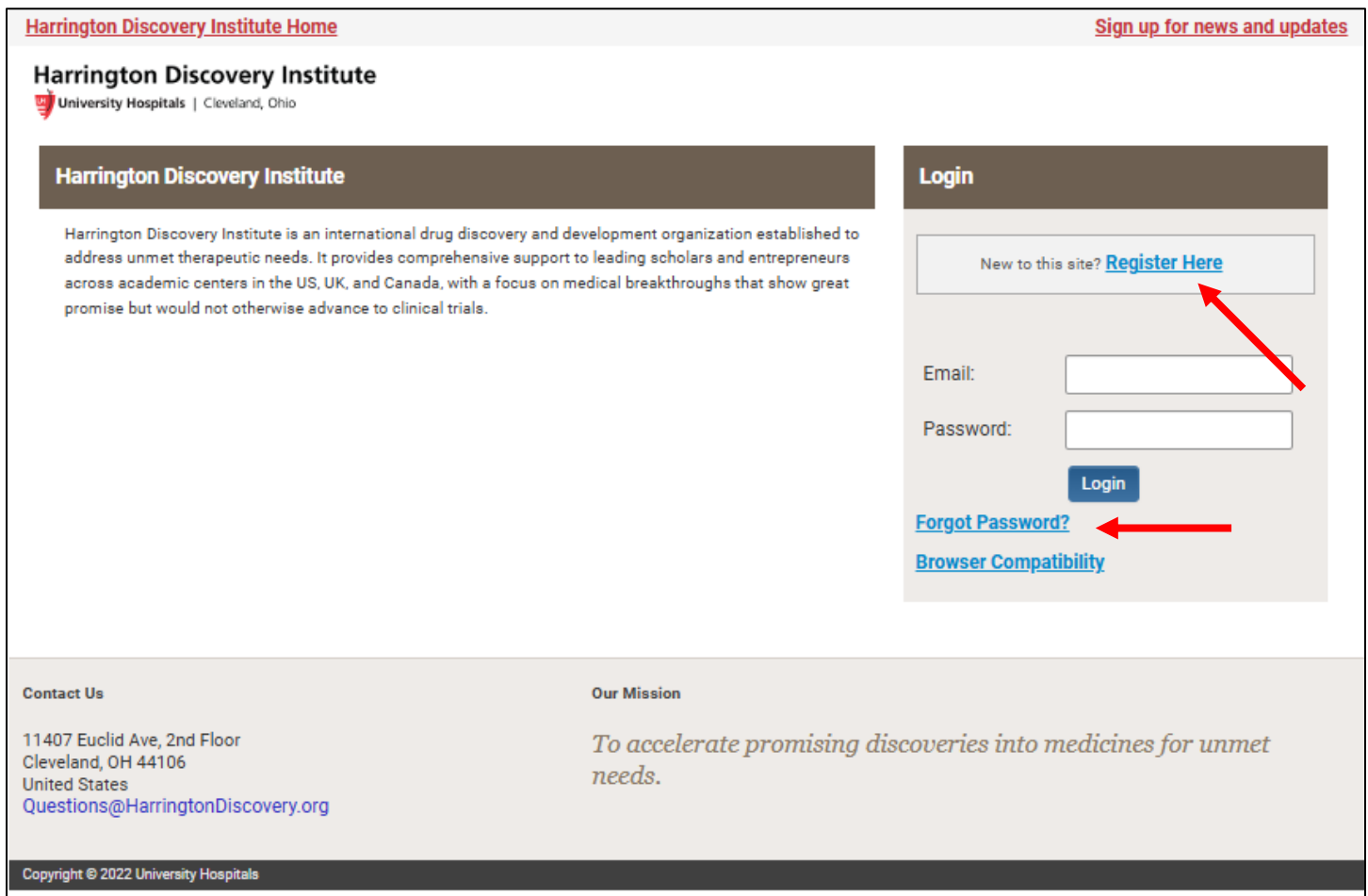


**\*\* Recommended Browsers: Google Chrome and Firefox \*\***

**Creating an Account or Logging into an Account**

1. Go to the [SmartSimple home](#) page and click ‘**Register Here**’ to create an account.
  - a. If you are a past applicant and/or already have an account created, click ‘**Forgot Password**’ and a temporary password will be emailed to you.
  - b. If you have any questions, please contact Becca at [Rebecca.Koopman@HarringtonDiscovery.org](mailto:Rebecca.Koopman@HarringtonDiscovery.org).



2. If you need to create an account, complete the fields on the ‘**Register Here**’ page.

3. Click the 'Submit' button at the bottom of the page.

**THE HARRINGTON PROJECT**  
FOR DISCOVERY & DEVELOPMENT

**Harrington Discovery Institute**  
University Hospitals | Cleveland, Ohio

### Organization and Applicant Information

**i** Please find your organization name by typing a keyword into the **Organization Name** field.  
If you're unable to find your organization, **click here** to register.  
If you are a returning user, **click here** to login.

\* Organization Name

\* Salutation  
Sir ▼

\* First Name

\* Last Name

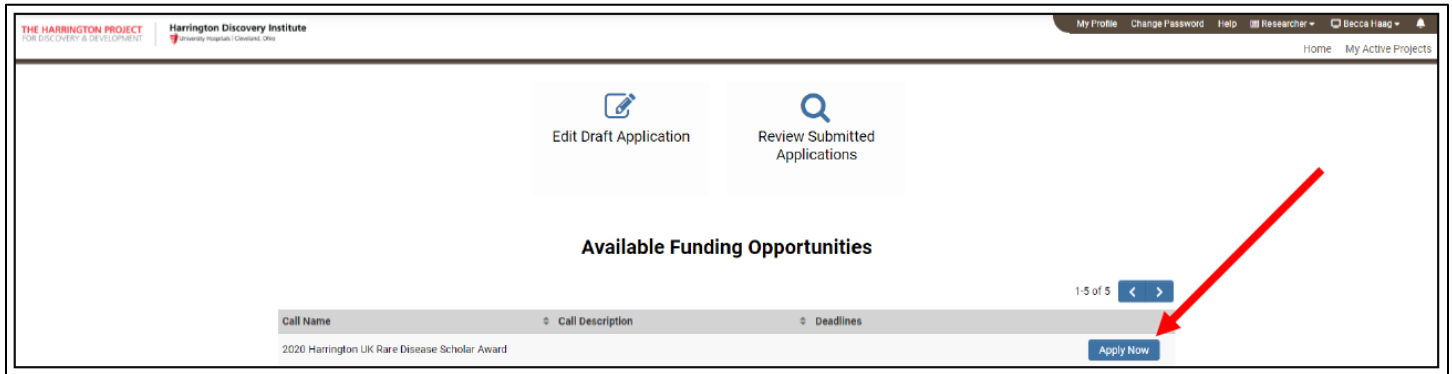
\* Email

\* Professional Title

**Submit**

4. Once you submit your registration, you can then log into the SmartSimple home page (Step 1).

1. Once logged in, your screen should look similar to the below.
  - a. Click the **'Apply Now'** button for the 2024 Oxford-Harrington Rare Disease Scholar Award.



2. The next screen will include eligibility questions.
  - a. Please answer the questions, then click the **'Continue'** button at the bottom of the page.

Are you a physician (MD or MD/PhD)?

Yes  
 No

Do you hold a faculty position at accredited academic medical centers, universities or research institutions?

Yes  
 No

Will you conduct your research within the United States or Canada?

Yes  
 No

Are you a resident or have a valid permit to work in the United States or Canada during the period of the grant?

Yes  
 No

Do you have a single PI who will be responsible for project oversight & financial management? The PI may engage collaborators, core labs, or commercial CROs to execute any fraction of the project.

Yes  
 No

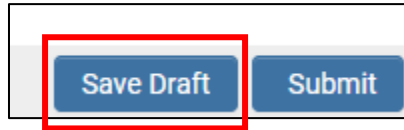
Is this a new proposal? Past recipients of HDI Scholar-Innovator awards may submit new and distinct proposals but may not seek additional support for previously funded projects.

Yes  
 No

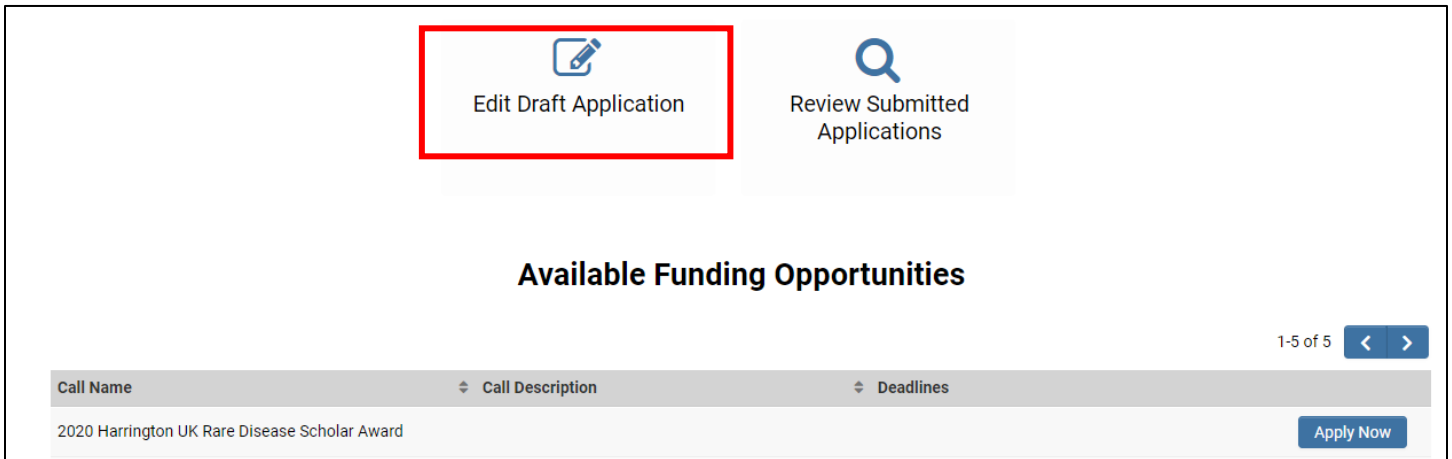
3. Once you complete the eligibility questions, you will be taken to the full application. In order to complete the full application, we recommend that you preview all of the tabs in advance, in order to understand the requirements and signatures needed for submission.
4. Each of the tabs – **Project Details, Team, Potential Impact, Resources, Commercialization** and **Support** – contain all of the fields for the full application to be completed.
5. Once all questions have been answered, click the **'Submit'** button at the bottom of the page.

**Save Draft and Edit Application**

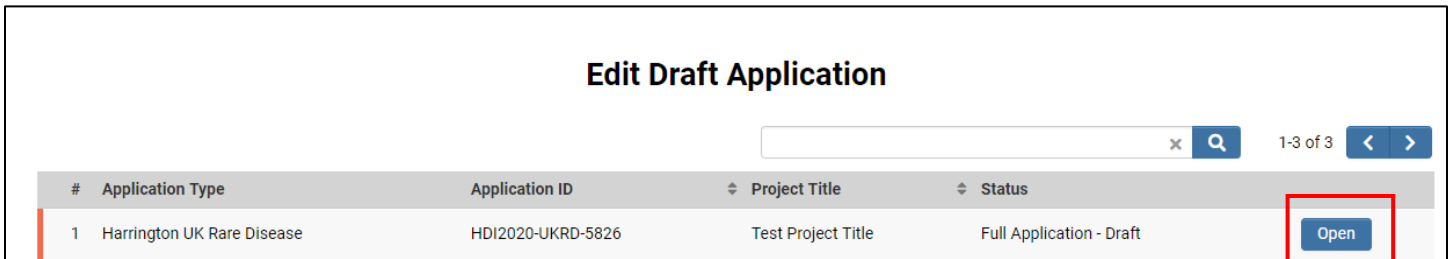
1. At any time, you can click **'Save Draft'** at the bottom of the page and return to your full application at a later time.



2. When you log back into SmartSimple to return to your full application, click the **'Edit Draft Application'** button at the top left, and see the items you have in **'Draft'** status.



3. Click the **'Open'** button to the right of the item to edit, complete and submit.



If you have any additional questions or concerns, please contact Becca Koopman, Harrington Discovery Institute Project Manager Associate of Programs.

Email: [Rebecca.Koopman@HarringtonDiscovery.org](mailto:Rebecca.Koopman@HarringtonDiscovery.org)