



OKLAHOMA
Clinical and Translational Science Institute
Located at The University of Oklahoma Health Sciences Center

Oklahoma Shared Clinical and Translational Resources Clinical and Translational Research Pilot (CTRP) Grants Call for Proposals 2018

The Oklahoma Clinical and Translational Science Institute (OCTSI) and Oklahoma Shared Clinical and Translational Resources (OSCTR) is soliciting applications for its Clinical and Translational Research Pilot (CTRP) Grants Program.

Purpose

The purpose of the program is to provide funding for collaborative and/or multi-disciplinary **clinical and translational** pilot projects between investigators of the OSCTR member institutions including the University of Oklahoma Health Sciences Center (Oklahoma City), University of Oklahoma (Norman Campus), University of Oklahoma (Tulsa campus), Oklahoma Medical Research Foundation, Oklahoma Physician Resources/Research Network, Southern Plains Tribal Health Board, Veteran's Affairs Medical Center (Oklahoma City), Oklahoma State University (Stillwater), Oklahoma State University Center for Health Sciences, Chickasaw Nation, Cherokee Nation, Choctaw Nation, Absentee Shawnee Tribe, Kiowa Nation, Oklahoma City Indian Clinic, Oklahoma State Health Department, Laureate Institute for Brain Research, University of Tulsa, Oklahoma Blood Institute, and Dean McGee Eye Institute.

The program seeks to support proposals designed to generate preliminary data that will result in improved health and/or healthcare for citizens of Oklahoma and other IDeA states and enhance the competitiveness of the investigators for future extramural funding. The program also seeks to fund innovative concepts, approaches, and methodologies that bring fresh new ideas to solving the health issues of those living in Oklahoma and collaborating IDeA states. Projects that focus on the medically underserved and on health concerns prevalent within Oklahoma and our OSCTR partners will be a priority. Only projects which meet the NIH definition of clinical and/or translational research will be accepted.

The OSCTR pilot project expects to fund a minimum of 5 proposals. The total budget (direct and indirect costs) may not exceed \$72,500 for the one year needed to successfully complete the proposed project (for OUHSC applicants, this would be \$50,000 in direct costs). If the applicant has secured matching funds from their institution to supplement this project, please notate in your budget justification and/or research plan but do not include in the detailed budget pages.

Approved CTRP grants will be funded for a period starting January 1, 2019 contingent on NIH approval of just in time (JIT) information. All funds are required to be expended by December 31, 2019.

Eligibility

The Principal Investigator submitting an application must hold an institutional equivalent of a full-time faculty appointment at the applicant or a partnering institution. Individuals who lack

independent status and who would not qualify to apply for a peer-reviewed investigator-initiated research project grant from their institution are not eligible. In addition, Principal Investigators with modified faculty titles need a letter of support from their departmental chairperson (or equivalent) indicating support for the development of their research career. Investigators currently supported as a CoBRE/INBRE junior investigator or pilot recipient are not eligible for support as the Principal Investigator (or MPI) on this award per NIH rules.

Priority for funding will be given in the following order:

- 1) Applications from investigators who qualify for NIH early-stage/new investigator status and are candidates who plan to apply for K08/K23 NIH Career Development awards or other independent federal awards (e.g. R01, R21, etc) with projects of importance to the health challenges of Oklahomans.
- 2) Multi-institutional and multi-disciplinary projects between faculty at two or more OSCTR institutions.
- 3) Established investigators wishing to develop new areas of research or transitioning to CTR-focused research.

Format for Full Proposal

Applications should be prepared using Arial (11 point, 10 pitch font), single spaced, with minimum 0.5 inch margins and should not exceed the page limits indicated below. *The submission must be on current NIH PHS 398 forms and follow PHS 398 instructions*

The forms, instructions, and submission link can be found at: <http://osctr.ouhsc.edu/pilots2018>

1. NIH Form page 1 (NIH grant application face page)
2. NIH Form page 2 (Project summary and key personnel)
3. NIH Form page 3 (Table of contents)
4. NIH Form page 4 (Detailed budget for initial period)
 - a. Include budgets pertaining to any contractual agreements (subcontract or subrecipients)
 - b. Budget justification (on NIH PHS398 continuation pages)
 - c. Funds may not be requested for clerical support, office supplies, purchase of books and periodicals, or foreign travel. Laboratory equipment equal to or over \$5,000 is not permitted. Travel expenses may not exceed \$1,500.
5. NIH Biographical sketch for the PI and Co-PIs only (5 pages max.) (please use the new format)
 - a. All publications and employment in chronological order (most recent last)
 - b. PMID numbers for NIH-funded publications accepted since April 8, 2008. In press articles require either "PMC Journal-In process" or NIHMSID.
 - c. For all non-NIH funded articles from that date, include either [Research support, Non-U.S. gov't], [Research support, Non-PHS], or [No research support].
 - d. Please see the example biosketch on the OSCTR website for instructions.
6. Research Plan (single document containing the following)
 - a. Specific Aims (1 page maximum)
 - b. Research strategy (3 pages maximum)
 - i. Significance
 - ii. Innovation
 - iii. Approach (including supporting preliminary data, expected outcomes, potential problems and alternate experiments)
 - iv. Relevance (potential impact on issues of Oklahoma health)

- c. Bibliography and references cited (1 page maximum).
 - d. Protection of Human subjects (no page limit)
 - e. Inclusion of Women and minorities (no page limit)
 - f. Targeted/planned enrollment table (PHS398 form)
 - g. Inclusion of children (no page limit)
 - h. Vertebrate animals (no page limit)
 - i. Select agent research (no page limit)
 - j. Consortium/contractual arrangements (Letter of intent to subcontract or similar notice)
 - k. Letters of support
 - i. Junior investigators should include a supporting letter(s) from a department chair/section chief/division head.
 - ii. Junior investigators may wish to include a supporting letter(s) from a senior investigator willing to serve as a mentor
 - l. Resource sharing plan (no page limit)
 - m. A statement of work (1 page)

(List a detailed time-frame for completion of work on the project. Include your future plans for how you plan to pursue the results to expand the study and continue the project. Include your future grant submission plans.)
7. IRB, IACUC or IBC letters (if research already approved)

Submission Timeline

Deadlines for submission:

Pilot Proposal – Friday, September 21 at 5:00 PM CDT

Late applications will be returned without review.

The pilot proposal application should be submitted as a single PDF document on the OSCTR Pilot Program submission site, <http://goo.gl/giZcWA> or through the links on the OSCTR Pilot Program information site at <http://osctr.ouhsc.edu/pilots2018>. If you have any questions pertaining to the application or OSCTR pilot projects, please email the OSCTR staff at osctr@ouhsc.edu

Institutional Assurances

Proof of approval of IRB and other regulatory requirements are not required at time of submission. However proof of approvals must be submitted to the NIH before conducting research on any items that require approval.

Terms of Award

1. Documented verification of all institutional assurances before commencement of any work on the project that requires them
2. Declaration by PI that he/she is not receiving funds from another source to support any portion of the proposed research
3. The applicant will be required to meet with the OSCTR mentoring committee every 3 months to review progress and identify potential future funding opportunities.
4. A 1-2 page progress report is required at the end of 3 months from the start date of the project and at the end of the funding period to describe progress to date. Please use the NIH progress report format and forms.

- a. Summarize work accomplished
 - b. Identify any significant problems
 - c. Provide a list of publications, meeting presentations, abstracts, news highlights
 - d. Provide a list of grant submissions/planned submissions
5. The applicant will be required to meet with the Director of the Pilot Grants Program during the award cycle to provide feedback about the operation and administration of the program
6. The applicant is expected to participate in the monthly scholars mentoring luncheons
7. Publications and meeting abstracts must acknowledge funding from the Oklahoma Shared Clinical and Translational Resources and cite grant number NIGMS U54GM104938.
8. Investigators of the pilot projects will be asked to complete a short questionnaire regarding the mentoring support they received.
9. A completed annual impact survey form will be required from each funded investigator for 10 years following the completion of the project

Questions

If you have any technical questions about the grant submission process or grant eligibility please contact the OSCTR Research Navigator Service at osctr@ouhsc.edu or call 405-271-3480.