

UNM HSC/OUHSC Inter-Institutional Pilot Project Award

REQUEST FOR APPLICATIONS

Issue Date: March 3, 2014

Introduction

The Clinical and Translational Science Award (CTSA) of the University of New Mexico Health Sciences Center (UNM HSC) and the Oklahoma Shared Clinical and Translational Resources (OSCTR) of the University of Oklahoma Health Sciences Center (OUHSC) are soliciting applications from all faculty members—senior as well as junior investigators—for pilot projects that will exemplify the CTSA/IDeA-CTR mission of developing clinical and translational research, to promote and support the “bench to bedside to community and practice and back” goal of the National Institutes of Health. The purpose of this RFA is to promote inter-institutional collaboration across the CTSA consortium and IDeA states by funding innovative, translational research projects that involve two or more CTSA/IDeA-CTR institutions.

Clinical research is defined in accordance with the NIH definition as research conducted with human subjects or on material collected from humans for which an investigator directly interacts with a human subject to broaden knowledge about mechanisms of disease, therapeutic interventions, or clinical trials, or to develop new technology. Epidemiological population-based, behavioral studies and community interventions, as well as outcomes and health services research, are considered clinical research. Translational research is defined to include four emphases – **1.** Phase 1 translational research (T1) includes the process of applying basic research discoveries to develop trials and other studies in humans (i.e., case series, phase I and II clinical trials). **2.** Phase 2 translational research (T2) is directed at better patient outcomes and the development of evidence-based guidelines. **3.** Phase 3 translational research (T3) implements evidence-based guidelines into health practice through community practice (delivery, dissemination, and diffusion research). **4.** Phase 4 translational research (T4) evaluates the health outcomes of applications of translational research in the community. Purely non-human animal research does not qualify as clinical research. **For this inter-institutional pilot project at least one partner must be involved in clinical research as defined above.**

The research activities at each participating research site will be funded and supported by that institution’s CTSA/IDeA-CTR or Vice President for Research. Each institution will provide \$25,000 for a particular successful collaborative project for a total of \$50,000.

Please note: *All funds not spent by the end date of the Pilot Project Award will be returned to the participating institution. No extensions will be granted. For proposals submitted by OUHSC faculty that require IRB-approval and/or IACUC approval, an IRB and/or IACUC pending submission is required by the date of application for your proposal to be considered for review. However, award funds will not be released until IRB and/or IACUC and/or IBC approval has been received and verified. For proposals submitted by UNM HSC faculty that require IRB approval and/or IACUC approval, IRB and/or IACUC approval is required by May 1, 2014 for proposals to be funded.*

Application Deadline, Notice of Awards and Funding Cycle

Application Deadline:

Investigators will submit one application to each of the two participating institutions by each institution’s deadline.

University of New Mexico – April 15, 2014

OUHSC – April 15, 2014

Funding Cycle:

If awarded, the pilot funding will be made available from the participating institutions to be used in research at that participating institution at the funding date established by the institution:

University of New Mexico – 01 May 2014 to 31 March 2015

OUHSC – 01 May 2014 to 31 March 2015.

Eligibility and Project Requirements

- Principal Investigators for these awards *must* be members of the institution's faculty (junior or senior investigators).
- All investigators selected to receive funding will be expected to submit a Final Progress Report at the end of the funded project and an additional report one year later, detailing progress to date, expenditures, and all submitted publications and grant applications (pending or funded) relating to the pilot project.
- Projects must be approved by the OUHSC IDeA-CTR's PI and by the UNM CTSA's PI.

Evaluation Criteria

Each application will be reviewed at each separate institution during their normal pilot project review cycle. The review committee will consist of each institution's normal pilot project review committee. Each application will be reviewed by that institution's evaluation criteria which may include but is not limited to:

1. **Scientific merit/quality of research plan**
2. **Probability of extramural funding, if successful**

Presentations and Publications

- Awardees are expected to submit collaborative extramural grants.
- All publications, grants, and presentations resulting from research funded by the CTSC and OSCTR or using CTSC and OSCTR resources should cite the CTSC and OSCTR as a contributing source of support and indicate the NIH grant titles and number. Acknowledgement for joint publications and presentations should state, "This project was supported in part by the National Center for Research Resources, the National Center for Advancing Translational Sciences for the National Institutes of Health through Grant Number 8UL1TR000041 and in part by the University of Oklahoma Health Sciences Center and the Oklahoma Shared Clinical and Translational Resources, National Institute of General Medical Sciences through grant number U54GM104938."
- Investigators are responsible for submitting any peer-reviewed journal articles resulting from research funded by this award to PubMed Central, the NIH digital archive of biomedical and life sciences journal literature. See <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-08-033.html>

Budget Guidelines

Two separate budgets (but one proposal) will be submitted to each participating institution according to that institution's guidelines. Funds may be used for any research purpose other than faculty salary support. Typical expenses include laboratory supplies, small equipment, patient costs, consultants, or support for pre/postdoctoral students (note: if working in the lab, not as trainees), technicians, or research assistants. Awards are not transferable to any other institution.

How to Apply

Emphasis on concise communication of the relevant information will help to demonstrate effective proposal writing and communication skills and the likelihood of success in developing the full, competitive proposals to follow these pilots.

Investigators will write one application with two separate budgets that will be submitted separately to each participating institution. Investigators will follow the application guidelines for each of the institutions that the application is being submitted. Applications should include the following:

1. **Cover letter**
2. **Research Plan** (≤5 pages, in the following order):
 - a. Specific aims
 - b. Background and significance
 - c. Preliminary studies
 - d. Research design and methods

Please note: this does not include references. References can be placed at the end of the Research Plan and will not be counted towards the page limits
3. **NIH Biographical Sketches** for each investigator
The NIH biographical sketch form can be found at:
<http://grants.nih.gov/grants/funding/phs398/biosketch.docx>
4. **Detailed budget and budget justification** (to include an itemized table of the budget followed by a budget justification summary).
5. **Specific plan** to obtain extramural funding, including a timeline of grant submission (≤ 2 pages)
6. **Proof of IRB and/or IACUC approval or submission**, if applicable. Please provide IRB and/or IACUC approval numbers in the cover letter.
7. **No appendices allowed.**

Applications must adhere to the following formatting specifications:

- 11 point Arial font
- Single spaced
- ¾" margins on all sides
- 8 ½" x 11" paper
- Number all pages

For the University of New Mexico, send completed applications via e-mail in **one PDF file** to Andra McClung (AnMcClung@salud.unm.edu, 505/272-6556) no later than COB **April 15, 2014**. Questions from the University of New Mexico investigators can be directed to Andra McClung.

For the University of Oklahoma Health Sciences Center, route the proposal through the Office of Research Administration along with a completed Internal Routing Form (<http://research.ouhsc.edu/wp-content/uploads/2013/09/Internally-Funded-Research-Routing-Form-Rev9413.pdf>). Submit to HSCORA@ouhsc.edu attention Lisa Asch by April by 5:00PM CDT, April 10, 2014. Once reviewed by ORA, send completed applications via e-mail in one PDF file to Julie Nickel-Butler (osctr@ouhsc.edu) no later than 6:00PM CDT, April 15, 2014. If you have any technical questions about the grant submission process or grant eligibility please contact Julie Nickel-Butler (osctr@ouhsc.edu). Information about OSCTR Research Navigator assistance can be found on the OSCTR website (<http://osctr.ouhsc.edu>).

Applications that are late or do not adhere to the above instructions may not be reviewed.