Oklahoma Shared Clinical and Translational Resources
Pilot Grants Program
Call for Proposals

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

Purpose
The purpose of the program is to provide funding for collaborative **clinical and translational** pilot projects between investigators of the 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 and the Oklahoma City Area Inter-tribal Health Board. Investigators from affiliate partners, Veteran's Affairs Medical Center (Oklahoma City), Oklahoma State University (Stillwater), Oklahoma State University Center for Health Sciences, Chickasaw Nation, Cherokee Nation, Choctaw Nation, Oklahoma City Indian Clinic, Oklahoma State Health Department, and Dean McGee Eye Institute are also encouraged to submit proposals.

The program seeks to support proposals designed to generate preliminary data that will enhance the competitiveness of the investigators for future extramural funding and will provide inroads to understanding disease and improving outcomes that are relevant to health issues of members of our IDeA states. The program further 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 OCTSI OSCTR pilot project expects to fund up to 5 proposals. Applicants for pilot projects may request direct funds of no more than $50,000 for one year as needed to successfully complete the proposed project. For all applicants, a total budget of $74,000 may be requested which includes up to $50,000 in direct costs and up to $74,000 in total costs. Applications which exceed either of these limits ($50,000 direct costs or $74,000 total costs) will be returned without being reviewed.

Approved Pilot grants will be funded for a period starting July 1, 2014 contingent on NIH approval of just in time (JIT) information. All funds are required to be expended by June 30, 2015.

Eligibility

The Principal Investigator submitting an application must hold 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, investigators with modified faculty titles need a letter of support from their departmental chairperson (or equivalent) and need prior approval for submission. Investigators currently supported as a CoBRE junior investigator or pilot recipient are not eligible for support as per NIH rules. Co-Principal investigators are not allowed.

Priority for funding will be given in the following order:

1) Applications from investigators who qualify for 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 issues of Oklahomans
2) Collaborative projects between faculty at two or more OSCTR institutions
3) Projects which come from collaborative work out of Translational Think Tanks or the ClinIQ programs in the Community Engagement Key Component Activity
4) Projects from NIH-defined new investigators with CTR projects which are being developed through the Education Key Component Activity
5) Established investigators wishing to develop new areas of CTR focus

Format

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* (http://grants.nih.gov/grants/funding/phs398/phs398.html).

All applications should include the following:

1. Title Page (1 page)
   a. Title of project
   b. Principal Investigator's name, title or faculty rank, affiliation, address, and email and telephone contact information
   c. Total budget requested
2. Biographical sketch for the PI only (4 pages maximum)
   a. All publications and employment in chronological order (most recent last)
   b. PMCID 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].

3. Detailed budget (1 page) and budget justification (1 page)
   Funds may not be requested for clerical support, office supplies, purchase of books and periodicals, or foreign travel. Laboratory equipment equal or over $5,000 is not permitted. Travel expenses may not exceed $1500.

4. Specific Aims (1 page maximum)
5. Research strategy (3 pages maximum)
   a. Significance
   b. Innovation
   c. Approach (including supporting preliminary data, expected outcomes, potential problems and alternate experiments)
   d. Relevance (potential impact on issues of Oklahoma health)
6. Bibliography and references cited (1 page maximum).
7. NIH 398 "end component sections" (no page limit)
   a. Planned Enrollment Report (if applicable)
   b. Protection of human subjects section
   c. Inclusion of women and minorities
   d. Vertebrate animals
   e. Select agent research
   f. Resource sharing plan
8. Letter(s) of support
   a. Junior investigators may wish to include a supporting letter(s) from a senior investigator willing to serve as a mentor.
9. IRB, IACUC or IBC letters (if research already approved)
10. 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.

    You do not need to include PHS 398 Form Pages 2, 3, 5, Checklist form page, Other support page, or All personnel format pages.

Submission Timeline

Deadlines for submission:
    Letter of Intent – Friday, February 28, 2014 at 5:00 PM
    Pilot Proposal – Friday, March 28, 2014 at 5:00 PM
Late applications will be returned without review.

The Letter of Intent and pilot proposal application should be submitted to Julie Nikel-Butler (osctr@ouhsc.edu). The pilot application should be submitted as a single PDF file.

Letter of Intent
Please include the investigator name, title, and institution. Include a project title and brief abstract of your project. Please include an explanation of how your project meets the definition of clinical and translational research. For faculty with modified titles, please cite evidence of your independence as a researcher and include a letter of support from your department chairperson.

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. A 1-2 page progress report is required at the end of 4 months from the start date of the project describing progress to date. Please use the NIH progress report format and forms.
    a. Summarize work accomplished
    b. Identify any significant problems
    c. Provide any publications, meeting presentations, abstracts, news highlights
    d. Provide a list of grant submissions/planned submissions
4. The applicant will be required to meet with the Director of the Pilots Grant program 6 months into the award cycle to provide feedback about the operation and administration of the program
5. The applicant will be required to meet with the OSCTR mentoring committee 3 months into the award to review progress and identify potential future funding opportunities
6. Publications and meeting abstracts should acknowledge funding from the Oklahoma Shared Clinical and Translational Resources and cite grant number NIGMS U54 GM104938
7. Investigators of the pilot projects will be asked to complete a short questionnaire regarding the mentoring support they received
8. 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, Julie Nikel-Butler (osctr@ouhsc.edu). http://osctr.ouhsc.edu