

2017 Wyoming INBRE Pilot Research Project Request for Proposals

DATE: March 29, 2017
TO: UW Biomedical Research Faculty
FROM: Drs. Scott Seville and David S. Fay UW INBRE (IDeA Networks for Biomedical Research Excellence) Program
SUBJECT: Request for Proposals and Guidelines for 2016 Wyoming INBRE Pilot Research Projects
PROPOSAL DEADLINE: Letter of Intent Wednesday 5:00 PM 04/12/2017; Full Proposals 5:00 PM – Friday, 04/28/2017

I. GENERAL

The main goal of the Pilot Research Project Program is to provide support to faculty pursuing high-quality biomedical research projects that will be competitive for NIH R-type or other external health-related funding sources. Although *all areas* of biomedical research may be considered appropriate for INBRE support, INBRE encourages the submission of proposals that focus one or more of the following three broad thematic areas: 1) cardiometabolic syndrome; 2) biotechnology, diagnostic, and therapeutic development; and 3) genetic and genomic analysis in health-related research. Proposals must be single investigator and the maximum amount requested cannot exceed \$30K per year for up to two years (\$60K total). Outstanding proposals from junior investigators (Assistant Professor), particularly those who have not received substantial previous INBRE support, will receive highest priority, although investigators at all career stages are encouraged to apply. In addition, the integration of faculty and students from Wyoming community colleges is strongly encouraged. Junior investigator applicants must identify a mentor and provide a signed letter of agreement and a brief description of their qualifications to serve as such. Mentors will be required to provide guidance in project development and in writing a competitive proposal for external funding. Additional support may be available for mentor activities.

Funding for pilot projects is dependent each year on receipt of a Notice of Award from the National Institutes for Health National Institute for General Medical Sciences (NIGMS) Institutional Development Awards IDeA Networks for Biomedical Excellence program. Funding for individual projects is also dependent upon administrative approval from NIGMS IDeA.

Annual progress reports submitted via the Wyoming INBRE reporting systems are required each year of the project. Details will be provided on receipt of award. In addition, awardees are required to attend and present at the annual Wyoming INBRE Conference in spring 2018, and should attend the biannual Western Regional or National INBRE meetings each year of the award. Additional funding is available to support travel to IDeA INBRE meetings. The PI is also expected to submit a federal grant application based on the supported project within 12 months of completion of the sponsored research. The expected two-year funding period will be from **07/1/2017 to 4/30/2019**.

Due to limited resources, an individual may not submit more than ONE proposal as project investigator (PI).

II. DEADLINES

A letter of intent and project abstract must be submitted by Wednesday 5:00 PM 04/12/2017. Send by email to Dr. Scott Seville (SSeville@uwyo.edu), INBRE Program Director and to Dr. David S. Fay

(davidfay@uwyo.edu), DRPP Director. These will be rapidly reviewed and a subset of proposals will be selected for further consideration. Abstracts must be limited to 3000 characters, including spaces. **Late letters will not be considered.**

The deadline for receipt of invited full proposals is **5:00 PM Friday, 04/28/2017**. Please e-mail your application as a single pdf (text recognition format) to Dr. Scott Seville (SSeville@uwyo.edu) INBRE Program Director, and to Dr. David S. Fay (davidfay@uwyo.edu), DRPP Director. **Late applications will not be considered.**

III. ELIGIBILITY OF PROJECT INVESTIGATOR

All University of Wyoming faculty members with a regular or special appointment are eligible to apply. Special consideration will be given to proposals from faculty at the rank of assistant professor. UW faculty receiving research funding from other NIGMS IDeA programs (COBRE, CTR-IN) are *not* eligible for INBRE research funding. Furthermore, in an effort to build a broad base of INBRE-supported research, faculty members who have not previously received substantial INBRE support are especially encouraged to apply. Note, however, that projects must be relevant to the goals of the NIH and show clear promise for future NIH R-type funding awards. If you do not have previous grant writing experience, it is recommended that you have a senior member of your department, or your department chair, serve as your mentor and review your proposal prior to submission. Faculty cannot receive support from more than 2 INBRE programs simultaneously (Thematic Project, Research Assistantship, Pilot Project).

IV. PREPARATION OF PROPOSALS

Proposals must be prepared according to the format outlined below and there should be only one principal investigator (no Co-PI). Clear, direct, concise statements are encouraged. Proposals exceeding stated page limits will be rejected without review. Proposals should clearly address how the proposed project meets INBRE goals including the connection to thematic foci.

Investigators are also strongly encouraged to allocate at least 10% of the requested budget to activities that connect the research project and research group with Wyoming community college faculty and students. In cases where funded proposals do not explicitly incorporate partner institutions into the planned activities, 10% of the funds (e.g., \$3,000) will be allocated to current ongoing UW– community college collaborative activities. Use the “UW-CC collaboration board” link on the Wyoming INBRE homepage to explore potential collaborations and connect with collaborators at Wyoming CCs.

A “*Just in Time*” policy will be in effect for proposals requiring regulatory committee review or special authorization. Proposals that involve or utilize research animals, biohazards, or human subjects will not be required to submit the respective forms with the grant proposal. However, if these categories apply and the proposal is funded, you will be required to submit the appropriate forms (e.g., IACUC or IRB) to sseville@uwyo.edu for submission to NIGMS for administrative approval of project before the project can begin.

V. FORMAT FOR PROPOSALS

All required sections must be compiled into a single pdf document in text recognizable format. Forms and instructions can be found at: <http://grants.nih.gov/grants/funding/phs398/phs398.html>.

Section	Page	Description
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	Limits	
1. Cover Page	1	Use PHS Form Page 1
2. Project Summary/Abstract, Relevance, Performance Sites	1	Use PHS 398 Form Page 2. Only complete and submit first page
3. Budget	No Limit	Itemized annual budgets for permitted expenses. Each year must be presented on a separate page. Use PHS 398 Form Page 4 for each year and Form Page 5 for entire proposed project and budget justification. Use Continuation Format Page if needed for justification.
4. Biographical Sketch	5	Use PHS 398 Biographical Sketch Format page and Continuation Format page(s)
5. Other Support	2	Use PHS 398 Other Support Format Page and Continuation Format Page
6. Specific Aims (1 page) and Research Plan (5 pages)	6	Use instructions for PHS 398
7. Community college collaboration	2	Description of community college collaboration and letter of support from college faculty member
8. Protection of Human Subjects; Inclusion of Women and Minorities; Targeted / Planned Enrollment Table; Inclusion of Children; Vertebrate Animals	No Limit	As needed - Use instructions for PHS 398
9. Regulatory documentation	No Limit	IRB, CITI certificates, etc. or written notice of their pending status
10. Institutional support letter	1	A letter from Department Chair supporting the application, approving the budget, and verifying 50% effort to research and career development
11. Mentor MOU and qualifications	2	Letter of Agreement to serve as Wyoming INBRE mentor and description of mentor qualifications
Appendices will not be accepted.		

Review Criteria (Experts from UW and other institutes will form the review panel)

Overall Impact: The Pilot Grant program supports discrete, well-defined projects that realistically can be completed in two years and that require limited levels of funding. Accordingly, reviewers should evaluate the conceptual framework and general approach to the problem and likelihood of the project resulting in a competitive proposal for external funding. Appropriate justification for the proposed work can be provided through literature citations, data from other sources, or from investigator-generated data. Preliminary data are not required, particularly in applications proposing pilot or feasibility studies.

Significance to INBRE goals: Does this study address an important problem broadly related to goals

identified by INBRE? If the aims of the application are achieved, how will scientific knowledge be advanced? What effect will these studies have on the concepts, methods, and technologies that drive this field?

Investigator: Is the investigator appropriately trained and well suited to carry out this work? Is the work proposed appropriate to the experience level of the principal investigator and other researchers? Does the investigative team bring complementary and integrated expertise to the project (if applicable)?

Innovation: Is the project original and innovative? For example: Does the project challenge existing paradigms and address an innovative hypothesis or critical barrier to progress in the field? Does the project develop or employ novel concepts, approaches, methodologies, tools, or technologies for this area?

Approach: Are the conceptual framework, design, methods, and analyses adequately developed, well integrated, well reasoned, rigorous, and feasible (as determined by preliminary data) and appropriate to the aims of the project? The assessment of preliminary data should be put into perspective such that bold new ideas and risk-taking on the part of beginning investigators are encouraged rather than stymied. Does the applicant acknowledge potential problem areas and consider alternative tactics?