Center for Clinical and Translational Science

Center for Research on Violence Against Women

The UK Center for Research on Violence Against Women and the Center for Clinical and Translational Science Call for Applications

The UK Center for Research on Violence Against Women (CRVAW) in partnership with CCTS is accepting applications for Pilot Projects. CCTS-CRVAW will co-fund this award.
The goal of the CCTS-CRVAW Pilot Program is to increase extramural funding at the University of Kentucky in areas of intimate partner violence, sexual violence, misconduct or harassment, other forms of interpersonal, family violence, or gun violence that disproportionally impact women, girls or sexual minority populations. We are particularly interested in funding translational research with a violence intervention or prevention focus. Because violence often co-occurs with substance use and other threats to mental health, we welcome intervention or prevention projects that focus on these violence-related outcomes.

The purpose of this funding mechanism is to support researchers with the resources to compete for externally funded grant awards by providing pilot or preliminary data to support grant applications or manuscripts. We encourage the inclusion of a specific notice of funding announcement or grant call.

The maximum award will be $50,000 which must be spent over 12 months. Extensions beyond the 12 months may be granted depending on the review of the progress to date.

This award is open to investigators in the UK faculty eligible to submit and receive externally funded grants. Early career applicants must identify a mentor or mentoring team to assist the investigator.

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PROGRAM OBJECTIVES

Goals:

- The Goals of the CCTS-CRVAW Pilot Program are to:
- Expand the research mission of CCTS-CRVAW by supporting the collection of pilot (preliminary) data to support externally funded grant submissions and manuscripts to communicate novel research funding.
- Provide research support, including financial, administrative, and mentoring, for faculty to establish competitive research programs in social and/or health sciences.
- Foster research opportunities that create needed preliminary data to support successful research grant applications from agencies such as NIH, HHS, CDC, NSF, or NIJ.

Scope:

- Within the general guidelines outlined above, the types of projects that will be considered within this mechanism include projects that:
- Pursue innovative research with a focus on preventing violence or reducing the impact of violence that disproportionally affects women, girls or sexual minority populations.
- Must be completed in 12 months.

Program Priorities

- The main priorities for funding are:
- The scientific merit of the project.
- Clear relevance of the proposed project for violence intervention or prevention research focusing on sexual violence, intimate partner violence, or related forms of interpersonal violence
- The likelihood that funding will result in submission of a competitive application for extramural funding.

Eligibility

- Faculty rank - Proposals will only be considered from current full-time UK faculty eligible to submit and receive an externally funded grant as principle investigator.
- Time Frame - Proposed projects must be completed within a 12-month period. Extensions may be granted on review of progress to date.
- Early career investigators must identify a mentor, preferably faculty at UK, who agrees to serve as a mentor for the project. A letter from the identified mentor to the early career faculty applicant affirming this commitment must accompany the application. Regular meetings between the mentor(s) and the early career investigator (e.g., at least monthly contact) are strongly encouraged.

Proposals not meeting the specifications of this RFA will not be considered for funding and will be returned without review.

AWARD TYPE

CCTS-CRVAW Collaborative Research Pilot

The purpose of this funding mechanism is to support researchers with the resources to compete for externally funded grant awards by providing pilot or preliminary data to support grant applications or manuscripts. We encourage the inclusion of a specific notice of funding announcement or grant call. The maximum award will be $50,000 which must be spent over 12 months.

- Faculty rank - Proposals will only be considered from current full-time UK faculty eligible to submit and receive an externally funded grant as principle investigator.
- Time Frame - Proposed projects must be completed within a 12-month period. Extensions may be granted on review of progress to date.
- Early career investigators must identify a mentor, preferably faculty at UK, who agrees to serve as a mentor for the project. A letter from the identified mentor to the early career faculty applicant affirming this commitment must accompany the application. Regular meetings between the mentor(s) and the early career investigator (e.g., at least monthly contact) are strongly encouraged.

KEY DATES:

Application

Call for Proposals	Proposal Submission Due	Proposal Review	Funding Announcement	Award Start Date
Oct. 14, 2021	**Nov. 29, 2021**	**Nov. 30-Dec. 17, 2021**	**Jan. 5, 2022**	**Jan. 17, 2022**

Milestones

Progress Report	Expected Project End Date	Technical Final Report
Aug. 1, 2022	**Jan. 31, 2023**	**3 months after project end date**

FUNDING INFORMATION:

Individual project awards (up to $50,000 in total direct costs over a 12-month period) will be made on a competitive basis. Proposed costs should be commensurate with the work. It is anticipated that funds will be available to support 1-2 awards.

Sufficient justification and detail should be provided to validate the need and cost of each item. The budget will be comprehensively reviewed to ensure that the funds being requested are relevant to the research being proposed.

ALLOWABLE EXPENSES

- Participant incentives
- Supply or software costs
- Equipment
- Domestic travel required for a specific research project
- Costs of survey-oriented research studies
- Salary for graduate students
- Faculty salary (limited to $25,000 for the 12 month project)

NON-ALLOWABLE EXPENSES

- Provision of services rather than research specific activities
- Graduate student stipends during the academic year
- Graduate student tuition
- Thesis or dissertation costs
- Funding will not be awarded as bridge funding for ongoing projects.
- Facilities and Administrative costs or indirect costs are not permitted.

In the event that additional intra/extramural funds are secured to support the study outlined in your application you must immediately notify Amy Thomas (amy.thomas17@uky.edu). Funds will be held by the CCTS and the budgets invoiced for a period of 12 months maximum, dependent on the nature and scope of the study. **Individual principal investigators will not be allowed to hold more than one CCTS or CRVAW pilot research award at any one time.**

SUBMISSION INSTRUCTIONS

APPLICATION STYLE GUIDELINES

- Margins must be no smaller than 0.5" at all points.
- Use an Arial, Helvetica, Palatino Linotype, or Georgia typeface, a black font color, and a font size of 11 points or larger. (A Symbol font may be used to insert Greek letters or special characters; the font size requirement still applies).
- Type density, including characters and spaces, must be no more than 15 characters per inch. Type may be no more than six lines per inch.
- Each page should provide the applicant's name in the upper right hand corner.
- The application should be numbered consecutively in the center bottom.

FULL APPLICATION SUBMISSION GUIDELINES

Applications will be collected using WebCAMP. The full application WebCAMP submission portal link is here:
https://cctswebcamp.uky.edu/SourceCode/WebCAMP_Protocol/NoLogin/NotificationOfIntent.cfm?RFA=12&DSN=1&RootURL=https$$cctswebcamp.uky.edu$SourceCode$

WebCAMP instructions will be sent to each applicant once a Notice of Intent is received.

Cover Page(s): (not included in the 6 page limit)

- Title of the Project and Total Amount Requested
- The Category of Grant you are applying for
- Applicant's information for Principal Investigators and Co-Investigators:
  - Name
  - Degree(s)
  - Rank, Title (s)
  - College
  - Department /Division
  - ERA Commons Username
  - Campus Address
  - Contact Information including e-mail and telephone number
  - Please indicate if you are an NIH new investigator or early stage investigator (not having a previous R01)
  - Please indicate clinical privileges
- Abstract, 250 word limit
- Mentor's information (Applicable only for early career investigators): Name, Degree(s) and Rank, Campus Address, and Contact Information
- Applicant's Chair Information for each collaborator: Name, Campus Address, and Contact Information

Detailed budget and budget justification in NIH format or similar (See NIH budget templates in the appendix), direct cost only

- Allowable expenses include:
- Participant incentives
- Supply or software costs
- Equipment

- Domestic travel required for a specific research project
- Costs of survey-oriented research studies
- Salary for graduate students
- Faculty salary (limited to $25,000 for the 12 month project)

Please review the allowable costs section with Alicia Landon with questions. Budgets must be approved by Alicia Landon (alicia.landon@uky.edu) BEFORE submission. Applicants must account for fringe benefit costs when considering research assistant salary levels. No indirect costs are assignable through this mechanism.

For NIH budget templates, please see the RFA Appendix

Body of the proposal: (limited to 6 pages)

- The format of the application will follow NIH guidelines as outlined below.

Specific Aims (limited to 1 page)

- State concisely the goals of the proposed research and summarize the expected outcome(s), including the impact that the results of the proposed research will exert on the research field(s) involved.
- List succinctly the specific objectives of the research proposed, e.g., to test a stated hypothesis, create a novel design, solve a specific problem, challenge an existing paradigm or clinical practice, address a critical barrier to progress in the field, or develop new technology.

Research Strategy (limited to 5 pages)

Organize the Research Strategy in the specified order using the instructions provided below. Start each section with the appropriate section heading: Significance, Innovation, and Approach. Cite published experimental details in the Research Strategy section and provide the full reference in the Bibliography section. Given the length of the application, investigators should strive to provide a relevant, although not exhaustive bibliographic review (described below)

Significance

- Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses.
- Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.
- Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.

Innovation

- Explain how the application challenges and seeks to shift current research or clinical practice paradigms.
- Describe any novel theoretical concepts, approaches or methodologies, instrumentation or intervention(s) to be developed or used, and any advantage over existing methodologies, instrumentation or intervention(s).
- Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation or interventions.

Approach

- Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. Include how the data will be collected, analyzed, and interpreted as well as any resource sharing plans as appropriate.
- Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the aims.
- If the project is in the early stages of development, describe any strategy to establish feasibility, and address the management of any high risk aspects of the proposed work.
- Clearly describe how each partner will be engaged in the development and/or implementation of the pilot study. (Applicable for partnership applications)
- As applicable, also include the following information as part of the Research Strategy, keeping within the three sections listed above: Significance, Innovation, and Approach.
- Include information on Preliminary Studies. Discuss the PI's preliminary studies, data, and/or experience pertinent to this application. Preliminary data can be an essential part of a research grant application and help to establish the likelihood of success of the proposed project.

Appendix

- NIH Biosketch or Abbreviated CV (must use the current NIH Biosketch template, effective May 25, 2021)
- Protection of human subjects section (if applicable)
- Statement of inclusion of women and minorities:

  - Describe the planned distribution of subjects by sex/gender, race, and ethnicity.
  - Describe the rationale for selection of sex/gender, racial, and ethnic group members in terms of the scientific objectives and proposed study design. The description may include, but is not limited to, information on the population characteristics of the disease or condition under study.
  - Describe proposed outreach programs for recruiting sex/gender, racial, and ethnic group members.
  - Inclusion and Excluded Groups: Provide a reason for limiting inclusion of any group by sex/gender, race, and/or ethnicity. In general, the cost of recruiting certain groups and/or geographic location alone are not acceptable reasons for exclusion of particular groups. See the Inclusion of Women and Minorities as Participants in Research Involving Human Subjects - Policy Implementation Page for more information.

- References- Authors, year, title and journal information is expected for each citation. Given the length of the application, investigators should strive to provide a relevant, although not exhaustive review. (Not more than 2-3 pages)
- For Early Stage Investigators, please include a Mentoring Plan (not more than 3 pages, see below for details).
- Letters of Support from the PI's department chair and significant collaborators must be included.
- Relevant assessment materials may be included if they are of reasonable length and significantly enhance the review of the application.
- DO NOT submit published manuals, materials in the public domain or similar materials. This is NOT a means of extending the length of the proposal itself.

MENTORING PLAN

Mentoring and career development plan (early stage investigators only):

Role and qualification of mentor(s). Inclusion of a clinician (physician, dentist, pharmacist, clinical psychologist, physical therapist, etc.) mentor is highly desirable in studies involving direct interaction with human participants. A career development plan must be in place to enhance clinical and translation research capabilities. This may include didactic coursework, the Clinical and Translational Science Seminar Series, and/or the Translational Science Spring/Fall Conference.

Mentor endorsement (early investigators):

To facilitate the effectiveness of the CCTS Pilot Research Program in enhancing the research development of newly appointed faculty investigators, new investigators must provide a letter of endorsement and collaboration from a senior investigator who is willing to serve as a mentor for the applicant over the course of the project. This person must possess a M.D., Ph.D., PharmD or other doctoral degree and must have sufficient research expertise to serve as a mentor to the applicant. The letter should reflect the amount of time the mentor is willing/able to direct to this role as well as the specific types of activities that will be involved. These activities should include reviewing progress on the project, reviewing initial data, assisting with manuscript preparation, helping plan for future project funding after the pilot phase, discussing relevant research articles or related activities. It is NOT required that the mentor have funded effort. This letter should be included in the appendix material of the application.

REVIEW PROCESS & CRITERIA:

Incomplete applications will not be reviewed. The application will be sent to a minimum of two reviewers with expertise in fields relevant to the science in the proposal. These reviewers will be asked to disclose any relationships to the grant applicant. Full proposals will be subject to a standard NIH-type study section assessment. The reviewers will then provide written feedback addressing the merits of the application. All applications will be scored based upon the written reviews, relevance to the Priorities and Scope outlined above, and the overall relevance to the long term goals of the CCTS to promote clinical and translational science. You will be notified of the outcome.

The general criteria for review include:

Overall Impact	• **What is the project's likelihood to have a sustained, powerful influence on the research field(s) involved?**
Clinical Significance	• **Is the study relevant to human health and the health of Kentucky citizens?**
Innovation	• **Are the aims original and concepts novel? Are novel methodologies proposed?**

Approach	• **Do the specific aims test the hypotheses? Are statistical considerations provided? Is the risk/benefit ratio acceptable?**
Investigators	• **Does the investigative team have training, expertise, and experience to conduct the proposed study? Is this an early career investigator? If so, a mentorship team must be identified. The qualification and experience of the mentor, and their plan for career development for the early career investigator, will be an important aspect of review.**
Environment	• **Is the environment strong?** • **Do the investigators take advantage of available expertise?** • **Is there a transdisciplinary team involved in the study?**
Feasibility	• **Is the study feasible from the perspective of recruitment and availability of resources?**
Potential	• **Will the pilot study generate new knowledge that can be published? Will completion of the study lead to external funding or development of a novel or translational methodology? Is there commercial potential?**

AWARDEE RESPONSIBILITIES:

Once your protocol is fully approved and funding awarded, you should contact Joel Thompson, (859 323-7939, joel.thompson@uky.edu) to schedule a working meeting with the CCTS units involved with your protocol.

Successful applicants will be required to provide semi-annual progress reports and a final written report describing project accomplishments must be submitted **within 90 days** of the project end date.

The UK CCTS is evaluated by the NIH on its effectiveness in stimulating new research findings and publications. **The following support acknowledgement should be included on all publications that result from this support:**

> "This publication was supported by the National Center for Research Resources and the National Center for Advancing Translational Sciences, National Institutes of Health, through Grant UL1TR001998. The content is solely the responsibility of the authors and does not necessarily represent the official views of the NIH"

RELEASE OF FUNDS:

Funding for successful application will be released upon receipt of applicable IRB approval, if applicable. If required IRB approval is not provided within a period of 90 days after the announcement of the award, **THE FUNDS WILL BE SUBJECT TO CANCELLATION.**

RFA APPENDIX

Research development assistance

If at any point in the development of your full application you need CCTS services (Biostatistics, recruitment, budgets, data extraction, etc.) please fill out a Service Request Form accessed through the following link or via the UK CCTS homepage. If you are not a member of the CCTS, you'll need to complete that first (It's fast, free and available through the same link).
https://cctsdata.uky.edu/membership/

Guidelines:

- Basic scientist and clinicians must function as Co-PIs on pilot proposal; (i.e. clinician involvement cannot be casual).
- Research DOE for a clinical scientist will be requested as an additional supplement to the pilot proposal and submitted with the full application. Please provide a separate NIH budget form with DOE justification when requesting clinician DOE.
- The clinician scientist may be physician, dentist, pharmacist, etc. but who has no available research time on DOE at the present time.
- The clinician scientist must provide a letter of support from their division chief and department chair agreeing to the arrangement. This letter should be included in the appendix of the full application.
- CCTS to provide up to $25,000 salary plus benefits and department/division must cost share additional funding for minimum 10% effort.

NIH budget template (detailed budget for initial budget period)
https://grants.nih.gov/grants/funding/phs398/fp4.pdf

NIH budget template (budget for the entire budget period)
https://grants.nih.gov/grants/funding/phs398/fp5.pdf

UK Fringe Benefit guidelines
https://www.research.uky.edu/office-sponsored-projects-administration/frequently-needed-information

NIH Biosketch guidelines (Non-fellowship)
https://grants.nih.gov/grants/forms/biosketch.htm