Request for Applications

PILOT FUNDING FOR

RESEARCH USE OF CORE FACILITIES

A JOINT INITIATIVE BETWEEN

INDIANA UNIVERSITY
AND
PURDUE UNIVERSITY
AND
UNIVERSITY OF NOTRE DAME
AND
INDIANA BIOSCIENCES RESEARCH INSTITUTE

ELECTRONIC RECEIPT DATE: September 28, 2020

Note to applicants: This fall the Indiana CTSI will be participating in a multi-CTSA reviewer exchange consortium that will help us identify external reviewers when we experience limited available expertise or where most reviewers have a conflict of interest.

This means that there will be reviewers external to the Indiana CTSI in our review meeting. While all faculty are cognizant of the need for confidentiality, and we are reminding all reviewers of that need as they accept our review invitation, you may want to limit the amount of confidential information in your application and / or confer with your tech transfer office before including such information.

You will be submitting through the Indiana CTSI's grants management software WebCAMP.

The WebCAMP user's guide is available under the funding announcement here:
https://indianactsi.org/translational-research-development/open-funding-opportunities/

Questions please contact Julie Driscol at judrisco@iu.edu / 317-278-2822

INFORMATION FOR APPLICANTS

GENERAL:

The CTSI Pilot Funding program is intended to promote the use of technologies and expertise afforded **by the CTSI designated Core Facilities (only)** available at all partner institutions (https://indianactsi.org/servicecores/). Examples of eligible projects include (i) obtaining critical preliminary data for a grant application (either new award or competing renewal), (ii) obtaining a critical reagent or resource for new studies (a new transgenic or knockout mouse model, for example), (iii) pilot experiments to test a new idea or establish a new line of research, or (iv) assist in the development of intellectual property.

The CTSI Core Pilot Grants program has the specific goal of funding projects with outstanding scientific merit that can be linked to generating extramural funding or novel intellectual property (IP). Success of the program will be viewed, in a large part, by the fostering of new funded grants or providing significant contributions to grant renewals. Therefore, proposals will be judged highly on the likelihood of generating new IP or extramural grant support along with scientific merit. The application must make clear how an award will contribute to future extramural funding or IP generation. Including specifics regarding the anticipated scope and sources of funding of the resulting proposals will be helpful to the reviewers. The committee must be able to discern why pilot funding is needed in addition to funds currently available to the PI. While this is not a mechanism that can be used by a core to develop a new protocol, projects may serve as a feasibility demonstration if they will then result in external funding.

In some cases it is important that the application make clear what will be done by the core and what will be done by the investigator's laboratory; investigator's laboratory expenses are not eligible for this mechanism. **To emphasize, this funding mechanism does not support investigator expenses aside from direct use of core facilities.**

Applications to this program have a maximum requested amount of $10,000; projects are two years in duration.

WHO MAY APPLY:

IUSM: All full-time faculties, regardless of tenure status, having a primary appointment as Assistant Professor or Assistant Scientist and above, are eligible to apply. This eligibility includes those faculty appointed as part-time Assistant Professor or above, if they are geographically full-time. (Faculty that hold the title of visiting rank must discuss eligibility with the Indiana CTSI and obtain prior approval by emailing *trnsldev@iu.edu*.) **This mechanism is not open to postdoctoral fellows.**

IUPUI/IUB: All tenured or tenure-track faculty at or above the Assistant Professor level regardless of tenure status, if approved to serve as a PI by the institution's central research office; faculty at all levels of the Scientist or Scholar tracks.

Purdue: All tenured or tenure-track West Lafayette faculty at or above the Assistant Professor level; all research professors; all clinical faculty; all non-faculty approved for PI status.

Notre Dame: All tenured/tenure-track, research, and special professional faculty.

IBRI: All IBRI investigators eligible to receive funding according to the institution's central research office

RESTRICTIONS:

1. Facilities and Administrative costs, or indirect costs, are not allowed.
2. **Awarded funds will be 'deposited' with the specified CTSI core and can only be used for core services. Expenses other than for core services are not allowable.**
3. Institutional support must be indicated by completion of all signatures on the application pages. Facsimile or electronic signatures are appropriate.
4. Funds may not be extended beyond the two year period of the award.

APPLICATION GUIDELINES

1. **Funding is for utilization of designated CTSI core facilities only**. Information describing each eligible core is available at https://www.indianactsi.org/servicecores/.
2. There is a maximum $10,000 limit per proposal **and funding may ONLY be used for services provided by the Core.** The Committee expects that many proposals will request less funding. If more than one Core service is requested, the budget must clearly indicate how much will be spent per Core.
3. You may submit more than one proposal for a given deadline, but you MUST indicate to the Committee your priority ranking of your requests in your submittal.
4. The two page "Research Plan" section of successful applications will clearly describe how pilot funding from this mechanism will aid in either "jump-starting" a project, strengthen a planned or pending submission, or result in the development of intellectual property.
    - It is emphasized that, with the exception of project resubmissions (see #5 below), **this section may not exceed two single spaced 8.5 x 11 pages** with 1/2 inch margins on all sides**.** Font must be 11 points or larger and be similar to Arial, Helvetica, or Georgia.
    - The proposal should contain some background for the project to assist reviewers in situating the goals
    - At the end of the proposal, include enough specifics about the targeted future funding (e.g. specific aims) to allow evaluation as to whether this will lead to future funding.
    - For very basic science proposals, include how this project is translatable (i.e. how will this research ultimately lead to the production of promising new therapeutics or devices that will improve human health).
    - Please remember that while we make every effort to secure reviewers with specific expertise, this is not always the case. Avoid non standard abbreviations and very technical jargon
5. If your proposal is a resubmission of a previously reviewed CTSI Core Pilot application, it is permissible, and requested to include an additional ½ page describing how your current application addresses reviewer concerns.
6. A references section should be included, but is not considered in the 2 page limit (item 5).
7. The biosketch must be provided in newly published NIH format for each PI and co-PI. It is limited to 5 pages in length (per PI) and should include personal statement relative to this proposal, positions, honors, contribution to science and selected research projects that are most relevant to the proposed project. For those unfamiliar with the NIH format, more information can be found within the PHS398 application instructions document.

8. An "other support" section must be included in NIH format for each PI and co-PI. This section is not subject to a page limit. It must provide details of all extramural funding available to the applicant. This includes any funding through program projects, centers, joint grants and any other mechanisms. If other funds are available, the relevant specific aims of those proposals must be included. If no other relevant funding is available, please submit an "other support" page noting this status.
9. **The Core Director must concur with the suitability of the use of the Core and the cost involved**. A letter from the Core Director is required and must be included in the application. It is strongly recommended that you contact the Core Director no later than 10 business days prior to the submission deadline. Core Directors who are not given at least 10 business days to consider the suitability may, at their discretion, refuse to provide a letter. Any application that does not contain a letter from the Core Facility Director will not be reviewed by the Committee.
10. **Proposals are due by September 28, 2020** and are to be submitted online via the 'Start a Submission' link here: CTSI Fall Core Pilot Link
11. The number, size and scope of the final Core Pilot awards will be determined by the CTSI Executive Committee.
12. Projects should have a start date no earlier than **January 1, 2021** and requested project period may not exceed **24 months**.

Applications should follow this sequence:

Page 1-2 **Face Page**: specify the title of the proposal, principal investigator and his/her affiliation, the total dollar amount requested, and up to five key words that describe the project (to be used in identifying reviewers). Indicate the CTSI core facility to be utilized.

Page 2 **Project Abstract:** This should be a brief (300 word maximum) abstract in layman's terms.

Page 3-4 **Research Plan**: Describe the scope of the overall project and justify how the funding requested will aid in either strengthening a planned or pending submission or "jump-starting" a project with a high likelihood of generating external funding or IP.

Describe the rationale behind the proposed approach and how the preliminary data generated from the core will be used to support your hypothesis. Briefly describe the preliminary work that led to this proposal. Clearly state the experiments and the role of the core facility.

- The proposal should contain some background for the project to assist reviewers in situating the goals
- At the end of the proposal, include enough specifics about the targeted future funding (e.g. specific aims) to allow evaluation as to whether this will lead to future funding.
- For very basic science proposals, include how this project is translatable (i.e. how will this research ultimately lead to the production of promising new therapeutics or devices that will improve human health).

The research plan must not exceed the TWO PAGE LIMIT **except** for resubmission of projects previously submitted for Core Pilot awards, which are permitted an additional

½ page to describe how the current proposal specifically addressed the previous reviewers' comments.

Page 5** **References**: Not included in the 2-page limit. They should be inserted after the text of the research plan.

Page 6** **Budget** (very brief): Limit the proposed budget to the cost of services provided by the (each) Core(s). Each Core's costs should be specifically designated. Provide the source of your cost estimate.

Page 7-11** **Biosketch**: Include a biographical sketch of the principal investigator in **new published NIH format** including personal statement (5-page maximum) for each PI and co-PI.

Page 12** **Other Support**: Include for each PI and co-PI. It is critical that the Other Support page be clear, detailed and include funding through program projects, centers, joint grants, etc., as well as the role of the applicant in each grant and any potential overlap.

Page 13** **Letter from Core Director**: Indicate agreement with the use of the core and the cost (if the project plans to use more than one Core, please submit all necessary letters for each Core).

Page 14+ **Supporting Information**: Attach as an addendum any supporting materials (e.g. summary statements)

*** Pagination will vary based upon inclusion of resubmission comments and/or length of references.*

For questions regarding scope of the proposal, please contact:

IU / IBRI	Julie Driscol	(judrisco@iu.edu)
Purdue	Tommy Sors	(tsors@purdue.edu)
Notre Dame	Melanie DeFord	(mdeford@nd.edu)
IBRI	Jay McGill	(jmcgill@indianabiosciences.org)

For questions concerning financial issues related to budgeting and grant submissions, please contact:

IU	Robert Dimmitt	(ictsi@iu.edu)
Purdue	Michelle Pearson	(pearso64@purdue.edu)
Notre Dame	David Ross	(dross5@nd.edu)
IBRI	Jay McGill	(jmcgill@indianabiosciences.org)

REPORTING REQUIREMENTS FOR AWARDEES:

All award recipients must agree to comply with CTSI internal award funding reporting requirements as described below.

1. At time of award, provide all NCATS / CTSI required investigator and study information.

2. Annual progress reporting during the life of the award as required by CTSI for metrics reporting to NCATS.
3. Annual follow up for 5 years after the expiration date of the funding period, to provide (a) publications (b) grants submitted; (c) grants funded that used data generated by core, and (d) intellectual property. This information will assist the CTSI in their grant renewal.
4. By accepting this award, grant recipients agree to have their names and project titles publicly posted on the Indiana CTSI website and/or in a publication.
5. By accepting this award recipients agree to notify the Indiana CTSI @ trnsldev@iu.edu in writing if leaving the university prior to the closure of this project. The Indiana CTSI must approve all transfers to a new PI.
6. Grant recipients are required to acknowledge receipt of Indiana CTSI support in any presentation or publication of work funded by a Core Pilot award as follows:

   This [(publication was made possible) (project was supported)] by the Indiana Clinical and Translational Sciences Institute, funded in part by grant # UL1TR002529 from the National Institutes of Health, National Center for Advancing Translational Sciences, Clinical and Translational Sciences Award. The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health."