



Indiana University Health



Request for Applications

Indiana University Health Values Fund Community Health Improvement Project (CHIP) (Formerly referred to as Grand Challenge grant)

a joint initiative between

INDIANA UNIVERSITY HEALTH

&

INDIANA CLINICAL AND TRANSLATIONAL SCIENCES INSTITUTE

LETTER OF INTENT DEADLINE: November 27, 2017
(e-mailed to icreate@iu.edu)

FULL SUBMISSION DEADLINE: January 8, 2018

**NOTE THAT IF THIS FUNDING IS AWARDED to IU, IT IS CONSIDERED EXTERNAL FUNDING
AND THE APPLICATION MUST BE ROUTE THROUGH ORA PRIOR TO UPLOADING**

Please note that you will be submitting through the Indiana CTSI's new grants management software WebCAMP. Please allow enough time to be familiar with a new system.

*The WebCAMP user's guide is also available under the funding announcement here:
<https://www.indianactsi.org/funding/all-open-rfps/>*

GENERAL INFORMATION

This Health Values Fund Grant Program will have two phases. Phase 1 is limited to \$150,000 for two years. Phase 2 is limited to an additional \$350,000 for two years.

Values Fund expenditures represent an expression of Indiana University Health's seven Core Values. The Community Health Improvement Project is funded to support the Indiana University Health values. Those values are:

- Total patient care, including mind, body and spirit
- Excellence in education for health care providers
- Quality of care and respect for life
- Charity, equality and justice in health care
- Leadership in health promotion and wellness
- Excellence in research
- An internal community of mutual trust and respect

To be funded by this program, applications must demonstrate how the proposed research supports one or more of these values AND how the research benefits patients in the Indiana University Health system.

The proposed "Community Health Improvement Project" Values grants will compliment Indiana University Health's strength in providing excellent patient care and health education by adding a new dimension this award round by addressing 'smoking cessation studies as well as projects focusing on behavioral health'. This new focus further aligns IU Health with the State of Indiana's strategies to combat smoking and behavioral health. Thus, the IU Health Community Health Improvement Project (CHIP) applications are expected to make a significant impact on key communities served by IU Health and demonstrate how the awards will improve the health outcomes of targeted communities in Indiana and beyond.

Community Health Improvement Project proposals will be accepted that focus specifically on population health research on any of the following two topics:

1. Reduce tobacco use and/or exposure to secondhand smoke that scales across the health system, strengthens community partnerships, and advances public health impact of IUH/IUSM.
2. Develop a model of care and necessary workforce to address serious behavioral health problems that can be deployed across the health system and advances IUH/IUSM's public health impact and community partnerships.

Applications for the phase 1 are **limited to \$150,000** for a two (2) year duration. If applicant meets all milestones as demonstrated on the bi-annual progress reports, they may submit an application for the phase 2 of the project and be awarded an additional \$350,000 over two years.

ELIGIBILITY

To be eligible, applicants **must fit any one of the following three categories:**

1. Employees of Indiana University Health at any IU Health system, facility, or entity.
2. Physicians and health professionals with medical staff privileges or significant teaching responsibilities at an IU Health facility.
3. Hold a special assignment at any IU Health system, facility, or entity.

The IU Health Community Health Improvement Project grant is open to all investigators who meet one of the above criteria. Since these projects are complex it is strongly encouraged to have a senior investigator lead the project.

AWARD PRIORITIES

Funding preference will be given to those applications that include:

- Collaboration with Indiana University Health campuses and their partners.
- Multidisciplinary teams which address issues of improved access, services, and education within the targeted communities, especially in the priority areas identified by the IU Health Community Health Needs Assessment (CHNA) for those communities
- Teams comprised of multidisciplinary and multi-school faculty.
- Proposals that include both research and education components.
- Proposals with carefully thought out implementation and evaluation plans.

Indiana University Health will invest in the conduct of clinically relevant population health research and education that is scientifically meritorious, medically sound, and has a clear benefit to Indiana University Health and the population it serves.

The IU Health Values Fund for Community Health Improvement Project does not support infrastructure projects and does not pay indirect costs.

GRANTEE EXPECTATIONS

It is expected that the project phase 1 will be completed in the two-year period. If applicant meets all milestones as demonstrated on the bi-annual progress reports, they may submit an application for the phase 2 of the project and be awarded an additional \$350,000 over two years.

NIH Salary cap applies to this proposal. The NIH 2017 salary cap is \$187,000.

It is also expected that there will be a Lead Principal Investigator (PI) in a collaborative team of investigators. The Lead PI is also the person held responsible for managing and directing the project, including the budget and the progress reporting. The Lead PI will strive to obtain extramural funding. ALL publications resulting from awards must acknowledge the support of the IU Health Values Fund.

Progress reports will be requested semi-annually during the funding period and then for two years annually thereafter, including reports on publications, presentations, new

awards and job promotions resulting from this project will be made available to the grantor. These follow-up reports allow IU Health to evaluate the success of the Community Health Improvement Project program.

REQUIRED LETTER OF INTENT

A required letter of intent (LOI) is due on Monday, November 27, 2017 and should be sent to icreate@iu.edu. This letter does not have to be approved prior to submission of the full application. It is intended to serve as a mechanism for securing appropriate reviewers.

The LOI should include the following information:

- Name of the Lead Principal Investigator (PI) and collaborators
- Affiliation
- Proposed title of the grant application
- Brief summary of the proposed grant project (300 words maximum)

SUBMISSION PROCEDURES

Applicants must use the application forms provided and specified on PULSE or the CTSI website.

Application forms can be accessed:

- From the Indiana University Health **PULSE** Grants Administration website at: PULSE>Departments>Grants Administration>IU Health Funding Opportunities
- From Peter Michael at (317) 962-2373 / pmichael@iuhealth.org,
- From the CTSI website here: [IU Health Values CHIP CTSI link](#)
- From Julie Driscoll at the CTSI: (317) 278-2822 or icreate@iu.edu

Applications must be submitted by using the **Start a Submission** link found on the CTSI website here: [IU Health Values CHIP CTSI link](#)

Applicants who are IU employees need to route their application through the IU Office of Research Administration (IU-ORA) before submitting it to the CTSI HUB grant system website.

ADDITIONAL REQUIREMENTS

- The application must be hypothesis driven and must answer a specific implementable population health research and education question. Applicants for Community Health Improvement Project who have submitted or have pending an application for extramural funding may use the same or similar proposal to apply for Community Health Improvement Project grant, but this must conform to these guidelines and application format. If the extramural application is awarded, support for the remaining IU Health Values Fund program should be returned to Indiana University Health (IUH).

- Applicants should clearly write and explain in the proposal how being awarded a grant might advance their career development and how the grant study/project will specifically benefit IU Health.
- Please read the IUH Administrative Policies regarding, Conflicts of Interests, Misconduct in Science and Conflicts of Interest in Research to ensure you are in compliance with the policies. You can find these policies at: <https://pulse.iuhealth.org/depts/PandP/policies/admin/adm1-12.pdf>
- An investigator may submit only one Values Fund application to each round of competition in which he or she is the Lead PI.
- If the applicant is awarded funding from another source, IU Health Grants Administration Office should be notified at Tel: (317) 962-2373.
- In general, grant funds should not be used for food or the purchase of laptop computers. Travel beyond that which is necessary and reasonable for the successful completion of the project will require a written justification to IU Health Grants Administration. No international travel is allowed.
- Institutional Review Board (IRB), and/or Institutional Animal Control Utilization Committee (IACUC) approval, if required, must be completed prior to the release of funds/start date. If you cannot obtain IRB/IACUC approval for your project prior to the release of funds you must immediately notify IU Health Grants Administration Office staff Peter Michael, Tel: (317) 962-2373, GrantsAdministration@iuhealth.org.

PROPOSAL FORMAT

Applications should be single spaced on 8 ½ x 11 paper with at least 0.5 inch margins and the main proposal text is not to exceed **18 pages**, including figures and tables. Type size must be clear and readily legible and at least 11 point font.

Please Note: Applications not following the formatting guidelines may be excluded from review.

Applications will follow this sequence:

Page 1 **Face page**: Specifies the title of the proposal, principal investigator and his/her institutional affiliation, where work will be performed, and the total budget. Signature of the Institutional Officer signifies approval and support of the time and effort specified by the PI on the application.

Indicate one of the following three categories that best describes your research.

- Clinical, behavioral or translational research
- Outcomes, efficiencies, quality, and adherence to evidenced based medicine
- Laboratory or basic research

Page 2 **Project Summary/Abstract**: Provide a brief (one paragraph) summary of your project. Include key methodologies/approaches to be utilized in the proposal in this summary. The information will serve as a project

description to be posted on the IU Health website should the project be selected for funding. Proprietary information should not be included in the summary, since the website posting will be publicly accessible.

Pages 3-4 **Budget pages:** Lists the direct costs for all personnel. Supplies and other costs must relate directly to performance of the project. Travel should be limited to the amount necessary to achieve the aims of the project TRAVEL TO CONFERENCES AND SEMINARS IS NOT AN ALLOWABLE EXPENSE. All costs should be specifically justified (limit justification to 1/2 page for each budget year).

Budget Restrictions:

- Phase 1 has a maximum \$150,000 budget over two (2) years. If applicant meets all milestones as demonstrated on bi-annual progress reports, they may submit an application for the phase 2 of the project and be awarded an additional \$350,000 over two years.
- The project period must have a start date of July 1, 2018 or after
- Facilities and Administrative costs, or indirect costs are not allowed.
- Grant funding period cannot exceed 24 months.
- No international travel is allowed. Travel beyond what is necessary for the performance of the project will require a detailed justification
- Computers are generally not allowed
- Supplies and other costs must relate directly to performance of the project

Page 5 **Specific Aims:**

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.

Pages 6-17

Research Strategy:

The **Research Strategy** should ***not exceed 12 pages*** and should address the project period and funding requested, show the scope of the overall project and justify how the proposed project will aid in advancing IUH Values. It is to the applicant's advantage to focus and establish priorities for the proposed project period. These priorities should be made clear in all relevant sections of the Research Strategy.

Organize the Research Strategy in the specified order and using the instructions provided below. Start each section with the appropriate section heading – **Significance, Innovation, Approach**. Cite published

experimental details in the Research Strategy section and provide the full reference in the Bibliography and References Cited section.

A. Significance:

- Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses.
- Describe the scientific premise for the proposed project, including consideration of the strengths and weaknesses of published research or preliminary data crucial to the support of your application.
- 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.

B. 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 interventions to be developed or used, and any advantage over existing methodologies, instrumentation, or interventions.
- Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions.

C. Approach:

- Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project.
- Describe the experimental design and methods proposed and how they will achieve robust and unbiased results. 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.
- Explain how relevant biological variables, such as sex, are factored into research designs and analyses for studies in vertebrate animals and humans. For example, strong justification from the scientific literature, preliminary data, or other relevant considerations, must be provided for applications proposing to study only one sex.
- If your study(s) involves human subjects, you are expected to explain how relevant biological variables are important to the proposed experimental design and analyses. The sections on the Inclusion of Women and Minorities and Inclusion of Children can be used to expand your discussion on inclusion and justify the proposed proportions of individuals (such as males and females) in the sample.
- Point out any procedures, situations, or materials that may be hazardous to personnel and precautions to be exercised.
- If research on Human Embryonic Stem Cells (hESCs) is proposed but an approved cell line from the NIH hESC Registry cannot be identified, provide a strong justification for why an appropriate cell line cannot be chosen from the Registry at this time.

If an applicant has multiple Specific Aims, then the applicant may address Significance, Innovation and Approach for each Specific Aim individually, or may address Significance, Innovation and Approach for all of the Specific Aims collectively.

*Include preliminary studies (if available), data, and/or experience pertinent to this application in one of the above mentioned sections.

Page 18 **Future Directions:** Briefly describe planned next steps for the data from this project (e.g. collaboration with another PI; an R type grant; a foundation grant, etc.)

Additional Required Pages (not included in main proposal text total of 18 pages)

Project Timeline: Describe the project milestones/tasks in the sequence in which they will be conducted.

Prior Submission (up to 1 page): If you have previously submitted this project to the IU Health Values Community Health Improvement Project mechanism you must address how this proposal has been revised / is different from the previously submitted application.

Facilities (1 page): Describe the facilities available for this project including laboratories, clinical resources, office space, animal quarters, etc. List major items of equipment available for this work.

Collaborative Arrangements (1/2 page): If the proposed project requires collaboration of the PI with other investigators, describe the collaboration and provide evidence to assure the reviewers that the other collaborators agree to the arrangements (letters of support in the appendix).

Senior / Key Personnel listing

References (no limit)

Biographical sketches: Principal investigator and any senior / key personnel in newly published NIH format (5-page maximum for each individual).

Other Support: Principal investigator and any key personnel that are relevant to the proposed project; 3- page maximum for each individual.

Additional Appendices: Up to six additional pages, are allowed and may contain such items as letters of agreement from collaborators, letters of support from inside / outside the applicant institution, and additional scientific materials.

REVIEW PROCESS

Application review will be completed by a peer review committee. The reviews will focus on scientific and technical merit, research and educational innovativeness, significance to IU Health and the potential for the project to lead to implementable ideas as well as the potential for extramural funding. An effort will be made to find reviewers who have expertise in the project's area of interest; however, this is not always possible in highly specialized areas.

After the review committee makes its recommendation, it will be submitted to the Indiana University Health Board committees on Research & Education and Values, Ethics, Social Responsibility & Pastoral Services for final review and approval. The number, size and scope of the final Community Health Improvement Project awards will be determined by the Indiana University Health Board committees on Research & Education and Values, Ethics, Social Responsibility & Pastoral Services and announced in June 2018. Projects should have a start date no earlier than July 1, 2018.

POST AWARD REQUIREMENTS

1. All awards will be monitored for progress by the IU Health Grants Development & Administration Office as required by the grant agreement. Grant agreement will be sent out for the PI's signature after the awards are approved and must be returned no later than 30 days to IU Health Grants Administration Office (Email: GrantsAdministration@iuhealth.org Tel: (317) 962-2273) afterwards by the PI. (See Grantee Expectations section for information on progress report timeline).
2. Recipients are to acknowledge Indiana University Health (IUH) and the Indiana CTSI support in any presentation or publication of work funded by an IU Health Values Fund for Community Health Improvement Project as follows:

This [(publication was made possible) (project was supported), or (project was funded)], in part, with support from the Indiana University Health Values Fund Community Health Improvement Project grant and the Indiana Clinical and Translational Sciences Institute funded, in part by Grant # UL1TR001108 from the National Institutes of Health, National Center for Advancing Translational Sciences, Clinical and Translational Sciences Award.”

CONTACT INFORMATION

For financial issues related to eligibility, budgeting and project timeline, and other requirements, please contact:

Peter Michael: GrantsAdministration@iuhealth.org or 317-962-2373

For questions regarding submission or review of the proposal, please contact:

Julie Drisco: jdrisco@iu.edu or 317-278-2822