

SPH SEED FUNDING PROGRAM 2009-2010

The School of Public Health (SPH) is pleased to announce the continuation of a pilot project program making seed funding for new research initiatives available to faculty.* Applications are expected to generate pilot data to support external grant applications. Priority will be given to projects consistent with strategic initiatives of SPH: a) Leadership in responding to emerging threats; b) Expertise in increasing health equity; c) Focused capacity in addressing global health issues; d) A vigorous policy and service presence; and e) National presence in translational research (http://www.uic.edu/sph/downloads/summary_strategicplan.pdf), those proposed by junior faculty, projects that are mentored by senior-level faculty or those with investigators from more than one division. Senior faculty are eligible to submit proposed projects that reflect a change in research direction requiring preliminary work to become competitive for national funding.

Budget requests may include support for data collection, data analysis or other justified items (inclusive of enhancing laboratory science capacity) as necessary to strengthen an important area for the research enterprise. Funds cannot be used to support the salary of any investigator or conference travel. Matching funds or tangible support from relevant Division(s) is encouraged.

This academic year (2009-10) we anticipate funding 2-3 grants at a maximum of \$10,000 each for a total of \$30,000. There will be three competitions in 2009-10 with deadlines of September 14, 2009, December 14, 2009, and March 15, 2010.

Brief applications following a modified NIH format will be reviewed by the SPH Research Advisory Board. Download applications, **instructions** and **strategic initiatives** from <http://www.uic.edu/sph/research/htm> and (http://www.uic.edu/sph/downloads/summary_strategicplan.pdf). Successful awardees will be required to provide a progress report and to submit a subsequent external grant proposal through SPH. A grant proposal will be accepted in lieu of a progress report.

*Adjunct faculty and department affiliates are not eligible.

2009-2010 SPH SEED FUNDING PROGRAM

Deadlines: September 14, 2009; December 14, 2009; and March 15, 2010 at 4:30 PM.

Packets, including all signed approvals, must be delivered to Janet Mattocks, Rm. 1150, 1603 W. Taylor Street, M/C 923.

GUIDELINES

Eligibility

- a) **P.I. Eligibility:** School of Public Health Assistant or Associate Professors (tenure- and non-tenure track) or Full Professors who have a change in research direction requiring preliminary work to become competitive for national funding. Adjunct and Departmental affiliates are not eligible for these awards.
- b) **Project Eligibility:** Applications are expected to generate pilot data to support external grant applications. Priority will be given to projects consistent with strategic initiatives of SPH, those proposed by junior faculty, projects that are mentored by senior-level faculty or those with investigators from more than one division. Senior faculty are eligible if the proposed project reflects a change in research direction requiring preliminary work to become competitive for national funding.

Award Types and Amounts

Seed Program Grant: Approximately 2-3 grants will be awarded in 2009-2010. Grants will be awarded for up to a 1 year time period for a maximum of \$10,000 each. Research activities such as conducting preliminary research to inform study design, demonstrate feasibility of research protocols, pilot test of novel methodologies, or initiation of new interdisciplinary research are encouraged.

Submission Process

Submit proposals to Janet Mattocks, 1603 W. Taylor Street, Rm. 1150, M/C 923.

- One PDF file on a CD-ROM. This should be one file and not a series of attachments
- One original and six single-sided paper copies

Application Content

The grant application should include the following:

- A. Cover Page – page 1-2**
- B. Table of Contents – page 3**
- C. Narrative Summary – maximum of six (6) pages which includes letters a-d (please refer to Application Format section for formatting requirements).**
 - a) Specific Aims:** The questions or problems to be addressed.
 - b) Background and Significance:** To support **a) Specific Aims**.
 - c) Preliminary Data:** Include only if highly pertinent to the proposal.
 - d) Experimental Design/ Methods:** Outline proposed strategies to accomplish the specific aims of the project and discuss the strategic/innovative aspects of the approach. Any new methodology and its advantage over existing methodologies should be described.
 - e) References (not included in the page limit)**

Additional Materials (not included in the page limit):

- D. Resources:** A description of the resources and working arrangements required to implement the project should be described. A distinction must be made between those resources that already are in place and those resources that must be added to advance the project.
- E. Plans for extramural funding:** Detailed plan for submission of competitive application(s) to external funding agencies (priority will be given to applications planned for DHHS funding). Program announcements and other pertinent DHHS initiatives should be included. If known, applicants should specify the institute and program officer for the planned submission.
- F. Mentoring plan (Assistant Professors only):** A description of a plan incorporating consideration of the candidate's and mentor's prior research experience. Include details of the plans to reach the necessary research objectives for a subsequent proposal.
- G. NIH biosketches:** Limit to key personnel
- H. Other support:** Use NIH format for key personnel.
- I. Budget:** Each application requires an appropriate budget with full justification. Budget requests may include support for data collection, data analysis or other justified items (included enhancing laboratory science capacity) as necessary to strengthen an important area for the research enterprise. Budget cannot include salary support for any

investigator but should specify their time commitment.

- Post Doc support and student stipends/fringes are eligible expenses.
- Tuition remission is not an eligible expense.
- Indirect costs are excluded.
- Conference travel for the purpose of professional meetings or are not allowed. Travel for research-related activities is allowed.
- Matching funds or tangible support from relevant Division(s) is encouraged. (See attached PHS398 Excel budget template “DD”).

J. Mentor Letter of Support: If applicable, include a letter from mentor(s) affirming their agreement to the mentoring plan, protected time, space, and other resources as necessary to conduct the research. The letter should address the potential for the proposed project and research team to develop a competitive subsequent grant application. Other letters of support may be included as part of the Appendices.

K. Appendices: Should be limited to measurement instruments, surveys, and letters describing pledged resources. Publications not electronically available may be included.

Application Format

- Single spacing for all sections except the narrative summary which should be 1.5 spacing, left justified.
- A smaller font size may be used for figures, graphs, diagrams, charts, tables, figure legends, and footnotes, but this type must follow the font typeface requirement and be readily legible.
- 11-point Arial font
- Margins no less than .5 inch all around
- Entire proposal should be paginated consecutively.
- Each page, excluding the cover page, of the document should have a header. The header should be flushed right and include the PI’s last name, first initial.

Review Process

Members of the SPH Research Advisory Board will serve as reviewers. The review committee will score the proposals and forward their recommendations to the Senior Associate Dean and Dean for final funding decisions.

Selection Criteria

Selection of proposals for funding will consider the following:

- a) **Intrinsic Merit.** The overall scientific quality, relevance or innovation of the work as consistent with SPH goals and the likelihood that the application will lead to successful extramural funding will be factors in review.
- b) **Appropriateness.** The need for and suitability of the initiative to supporting the SPH research mission. Priority will be given to projects consistent with strategic initiatives of SPH.
- c) **PI Qualifications.** The qualifications and credentials of the PIs, and their past productivity will be considered. Projects proposed by junior faculty that are mentored by senior-level faculty from more than one division will be given priority. Senior faculty are eligible if the project proposed reflects a change in research direction requiring supporting pilot work to be competitive for national funding.
- d) **Institutional Commitment.** The nature and level of matching resources made available from sponsoring units will be considered.
- e) **Appropriateness of Management Plans.** The adequacy of the organizational and administrative plans; the appropriateness of the budget; and the mechanism to ensure project progress will be considered.
- f) **Proposal Development Plan.** The candidate and the mentor are jointly responsible for the preparation of a grant application development plan. A targeted agency and timeline is strongly encouraged.
- g) **Mentor.** Appropriateness of the mentor's research qualifications, scientific stature, experience and mentoring track record for the applicant's career development needs.

Award Decisions

Awards for the September 14th deadline will be announced October 30, 2009. Awards for the December 14th deadline will be announced January 29, 2010. Awards for the March 15th deadline will be announced April 30, 2010. Funding for the awarded grants will begin when there is an IRB-approved research protocol.

Progress and Post Award Reporting

A grant application will be accepted in lieu of a progress report within 12 months of completing the seed funding period.

Grant Conditions

Grantees are expected to disseminate their findings.

Contacts

Programmatic: Dr. Faith Davis, fayed@uic.edu

Application Process: Irene Oliynyk, ioliyn1@uic.edu, Julie Kong, jckong@uic.edu