



Colorado Clinical & Translational Sciences Institute

2016 CCTSI CSU Pilot Program **Request For Applications**

I. Purpose

The CCTSI CSU Pilot Program supports a series of one-year awards that encourage cross-disciplinary and collaborative research in clinical and translational medicine that are within the scope of interest of the Colorado Clinical & Translational Sciences Institute (CCTSI; <http://www.ucdenver.edu/research/CCTSI/Pages/cctsi.aspx>).

The CCTSI is a collaborative enterprise between University of Colorado Denver, University of Colorado Boulder, Colorado State University, affiliated Hospitals and health care organizations, and multiple community organizations with a goal to accelerate the translation of research discoveries into improved patient care and public health. The CCTSI was created in 2008 with funding from the Clinical and Translational Science Award (CTSA) initiative of the National Institutes of Health (NIH). In 2013, CSU was added as a partner institution, a separate CSU pilot award program was initiated as a component of this collaboration.

Additional CCTSI Pilot Programs (Colorado, Center for NeuroScience, Child and Maternal Health, and Community Engagement) administered via University of Colorado Denver, can be found at the CCTSI website under Funding Opportunities. All CSU CCTSI registered faculty are also eligible to apply for these additional awards, which are typically announced in June for application in the fall.

Translational research is intentionally broad and includes any basic, pre-clinical or clinical research with promise to improve human health. Therefore, basic research at the cellular and molecular level, pre-clinical research in animal models, clinical research in humans, and outcomes or health services research are all included.

A list of previously funded proposals can be found at this website: <http://csu-cvmb.colostate.edu/research/Pages/colorado-clinical-and-translational-sciences-institute.aspx>

II. Contacts

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III. Key Dates

College ADR Pre-Approval Deadline:	02/01/17
Application Submission Deadline:	02/06/17 at 5PM MST
Earliest Notification of Award:	3/1/17
Earliest Start Date (pending regulatory approvals):	5/1/17

IV. General Considerations

- 2017-8 CCTSI CSU Pilot awards are contingent upon funding made available to the CCTSI from the National Center for Advancing Translational Science (NCATS), which is an institute of the National Institutes of Health (NIH).

- Funding for the parent award is contingent upon the NIH administrative process.
- Funds will be available upon regulatory approvals, but no sooner than 5.1.2017, and will expire on 4.30.2018 (the end date of the parent award). **Availability of funds will not be extended through carry forward or a no-cost extension beyond 4.30.2018.** Any Colorado State University non-temporary, salaried, state classified or general faculty employee (including faculty on transitional appointment) may serve as a principal investigator. Individuals with other types of appointments (e.g., temporary, non-salaried, and/or retired) must be approved by the department and college, and then should be listed as the co-principal investigator with a non-temporary, salaried employee serving as the prime principal investigator. Graduate research assistants and post-doctorals are considered temporary, non-faculty appointments. Faculty affiliates are non-salaried appointments. Established laboratories as well as early career faculty are encouraged to apply. Note that these funds are intended to support pilot projects that lead to new funded research and ancillary funds to supplement ongoing projects are discouraged.
- Underrepresented and minority researchers are particularly urged to apply, as the CCTSI intends to contribute to the creation of a research workforce that is representative of the U.S. population. Groups that have historically been underrepresented in biomedical research include, but are not limited to, African Americans, Hispanic Americans, Native Americans (including Alaska Natives), natives of the U.S. Pacific Islands, individuals with disabilities and individuals from socially, culturally, economically or educationally disadvantaged backgrounds that have inhibited their ability to pursue research careers.
- All applicants are reminded to avoid public disclosure of results, in either text or verbal form, without first determining if intellectual property exists, as this may result in a lost opportunity to protect and commercialize your invention.
- Principal Investigators, Co-Investigators, and Mentors must be CCTSI members at time of application. Check status or become a member at the [CCTSI membership](#) webpage.

V. General Restrictions

- Renewals or follow-on funding to prior CCTSI funded Pilot Grants are **NOT** allowed.
- A faculty member can submit one application per year as Principal or Co-Investigator for this mechanism. An additional application can be submitted for one of the other CCTSI Pilot Programs advertised at <http://www.ucdenver.edu/research/CCTSI/funding/ColoradoPilotProgram>; however, only one award will be funded per investigator per grant year. In other words, if a PI submits proposals to the CSU and the larger program, and both were to be funded, only one award can be accepted.
This program only supports Principal Investigators employed by CSU. Consult the CCTSI website for opportunities that support collaborative work at other institutions.
- Reviewers will scrutinize budgets to assure that funds requested will directly advance the goals of the described research. Proposals that request support for students, personnel, and use services available at CSU (when feasible) will generally be favored over proposals that request money for supplies or services external to CSU. Proposals that are developing a new research direction that extends from research already in progress should clearly demonstrate how the funds will be used to extend, not supplement, a project that is already funded.
- **The Associate Dean for Research in your college (Contacts listed on page 1) must review and sign off proposal budgets before final submission.**
- Applications selected for award that include Human Subjects Research MAY require NCATS review and approval of full Human Subjects IRB documentation prior to award

VI. Award Descriptions

CSU-Pilot Awards (\$25,000 for a maximum of one year) will be made to investigators with promising, including high risk areas of, clinical and translational investigation. The proposed project should emphasize collaborations and interactions for clinical and translational research.

VII. Application Requirements

Application: Applications should describe a discrete research project in Clinical and Translational Research. Its clinical or translational nature should be clearly described. The application is a shortened NIH-style application, comprised of a Face Page, Abstract, Research Plan (4 page limit), References, Budget and Justification, Biosketches, and Checklist. A blank Face Page, Budget Page and Checklist are included as the final pages of this RFA. No Appendices allowed.

The Abstract of your project must be limited to 250 words including spaces and special characters. Your abstract should provide a concise summary of your project, suitable for application review and public announcement of award.

The Research Plan should summarize the project's overall specific aims, background, preliminary data, and research methods, within a 4 page limit. Face Page, Abstract, References, Budget and Justification, Biosketches, and Checklist are not included in the 4-page limit. **Applications must use Arial 11 pt. font, be single-spaced, and use 1/2 inch margins.**

Applications must be submitted by 5:00 PM, **Monday, February 6, 2017.** **The entire application must be formatted as single document in PDF format for submission and emailed to aimee.oke@colostate.edu.**

VIII. Review Criteria

Peer review panels constructed by the OVPR office will consist of faculty from participating colleges. Reviewers will make award recommendations to the associate deans of research for these colleges and OVPR who will be responsible for final award decisions. Reviewers with appropriate expertise will evaluate eligible applications with a specific emphasis on research that furthers the CCTSI mission. All decisions will be final. Short informative critiques indicating reviewers' assessment of the application's strengths and weaknesses will be provided. Factors considered in the success of the application are:

- **Innovation and evidence of the potential impact of the exploratory nature of the research**
- **Scientific merit of approach**
- **Cross-disciplinary or collaborative focus**
- **Significance to the CCTSI** - Will the results further our understanding / diagnosis / prevention/ or treatment of human diseases? List any CCTSI cores/resources included in your design (listed at <http://www.ucdenver.edu/research/CCTSI/Pages/cctsi.aspx>; use of resources not included in review criteria)
- **Investigator integration** - Have the investigators made use of new collaborations? Are attempts made to integrate basic and translational researchers in discovery translation? Are efforts made to collaborate with community researchers or community members, if relevant?
- **Potential of the work to lead to externally funded sponsored research**

IX. Award Information

Preparation Phase – Notification of award will be made in early March, 2017. Recipients will need to complete Institutional Research Approval requirements prior to activation and start of the award period. Award activation cannot be completed until documentation of all approvals is submitted. The award period will begin no earlier than 5/1/17 and is contingent upon anticipated continuation of the parent award. Projects selected for funding will be required to follow the standard CSU application process including a PASS record and SP-1 prior to account set-up.

Pilot Program Requirements

- In the event that a patent does arise from your funded project, it is imperative that you acknowledge CCTSI grant support (see ongoing Reporting Requirements below).

Institutional Research Approvals

- All relevant regulatory approvals (Biosafety, IACUC, IRB, etc.) must be obtained before awards will be released.

Active Phase - You will have until 4/30/18 to complete your project. **Remaining funds cannot be used after this date.**

Project Expenditures

- It is expected that you will spend your award on direct costs related to the achievement of the specific aims outlined in your pilot project application.
- Sub Awards are not permitted.
- You have fairly broad discretion to expend funds as you see fit to complete your project. Typically unallowable expenses include (but are not limited to): computers, telecommunications, faculty salary, equipment >\$500, administrative support, food, furniture, non-project specific office expenses, publication expenses, travel to scientific meetings and professional society dues/fees.
- Off campus service expenses or salaries for non-CSU employees are unallowable unless prior approval has been obtained from the Associate Dean for Research in your college. Approval will only be granted if there are extenuating circumstances requiring these services.
- It is expected that you retain sufficient documentation of all expenses to justify any audit requests made of the CCTSI specific to your project.

Project Progress Monitoring:

- Progress reporting is required midway through the project. This reporting is minimal and aimed primarily at progress reporting (% completion) relevant to your specific aims.
- A final summary of the project's impact is required within 30 days of project completion. This will be a web-based report that will collect detailed information about your project.

Post-Award Phase – All award recipients will be followed for three years after the end of their award for tracking and evaluation purposes.

Ongoing Reporting Requirements

All publications, patents, or other tangible outcomes from this project during and after project completion must cite the CCTSI grant as follows:

- Please refer to the [How to Site our CCTSI Grant](#) for all publications, patents, or other tangible outcomes from this project during and after project completion.
- The CCTSI, as a component of its ongoing NIH support, is required to submit a detailed progress report annually. All funded pilot projects are a component of that report. Sometime in late January of each year, you will be asked for brief information pertaining to your funded project. Additionally, annual follow-up in future years will be conducted to collect information on publications and/or follow-on funding resulting from your project. Your prompt cooperation in providing the necessary information for that report is expected.

2017-2018 CCTSI CSU Pilot Program Face Page

This page must be the first page of your submitted application.

PI Full Name _____

PI Email Address _____

Project Title _____

For Team or
Collaboration Projects: Co-Investigator Full Name _____

PI School/Center/Institute _____

PI Department _____ PI Division _____

PI Rank:

- Professor
- Associate Professor
- Assist. Professor with independent funding
- Assist. Professor without independent funding
- Instructor/Research Scientist

General Confirmations:

- The PI qualifies for consideration as an underrepresented and minority researcher, which includes African Americans, Hispanic Americans, Native American / Alaska Natives, U.S. Pacific Island natives, individuals with disabilities and individuals from socially, culturally, economically or educationally disadvantaged backgrounds that have inhibited their ability to pursue research careers.
- CCTSI membership status has been confirmed for the Principal Investigator and all collaborators (Co-Investigators and Mentors) at the CCTSI website: <http://cctsi.ucdenver.edu/Pages/MembershipCheckStatus.aspx>

As the Research Associate Dean of the College of _____, I certify that is this proposal is in line with the goals and programs of this college and the budget has been reviewed and approved.

College Research Associate Dean _____
Signature _____ Date _____

Applications, including face page, body of proposal, and checklist should be collated as a pdf file and submitted to aimee.oke@colostate.edu by 5PM Monday February 6, 2017.

2017-2018 CCTSI CSU Pilot Program Budget Template

<u>Budget Category</u>	<u>Amount Request</u>
Personnel:	
Travel:	
Materials & Supplies:	
Equipment:	
Other Direct Costs:	
<u>Total Request</u>	\$

Budget Justification

- A. Personnel
- B. Travel
- C. Materials & Supplies
- D. Equipment
- E. Other Direct Costs

2017-2018 CCTSI CSU Pilot Program Application Checklist

- This page must be the last page of your submitted application.
- Please indicate YES or NA in the Included column for all items.
- All items must be consolidated into one PDF document for final submission.

#	Description	Included
1	Face Page (form included in RFA)	
2	Abstract - Limited to 250 words. Your abstract should provide a concise summary of your project, suitable for application review and public announcement of award.	
3	Research Plan– 4 page limit a. Goals, objectives or specific aims of your project (suggested 1/2 page) - Provide a clear, concise summary of the Hypothesis to be tested and your Specific Aims. - What clinical or translational research areas will this apply to? -How is this research represent a new direction? How is it innovative? b. Background and Preliminary Work for the proposal (suggested 1 page) c. Experimental Design and Methods (suggested 2 pages) - Clearly describe the overall plan for methods development and addressing each Aim. - Describe proposed tests, procedures, subject population and ages in sufficient detail to allow adequate evaluation of your approach. - Include a projected time-line. - Include specific description of plans for submission of external grant applications resulting from data generated in this proposal.	
4	Budget and Justification – 1 page budget limit, 1 page justification limit a. List the budget by categories. Limit to one year budget. b. Justify items by categories. Salary support commensurate with percent effort is allowed for students and lab personnel. Support of students is encouraged. Administrative support is not allowed. c. Describe any other support for this project.	
5	References Cited	
6	Biosketches – NIH format required, 5 page limit per person • Required for Principal Investigator and all Co-Investigators	