



THE ROCKEFELLER UNIVERSITY HOSPITAL

CENTER FOR CLINICAL AND TRANSLATIONAL SCIENCE

Submission Deadline: 5:00pm, Friday May 25, 2018
Funding Range: Each funded up to \$25,000
Funding target start date: July 24, 2018

OVERVIEW and ELIGIBILITY

The Rockefeller University Center for Clinical and Translational Science (RUCCTS), solicit requests for pilot projects to support:

- New and innovative clinical and translational studies
- New collaborations that advance clinical or translational research.
- Projects from Clinical Scholars and from basic investigators that extend their studies to clinical or translational research
- Projects engaging community partners
- Translational proposals from community researchers engaging Rockefeller scientists

In the event a trainee submits a proposal, the Background and Significance section should explain how the supported research will advance the career and training goals of that individual. A second year of funding is possible, but will be determined after a progress report for the first year is submitted and the funding will be competitive with new submissions.

Approximately **8** awards will be made this year. Up to **2** awards may be made in the area of community-engaged research, and up to **6 additional** awards in translational research. **A statement regarding the potential public health impact of the research is required in all proposals.**

Please note this announcement is for CTSA-supported pilot projects only. An announcement will go out in July to support digestive disease, nutrition and translational projects.

**** A two-hour technical assistance workshop will be held to answer all questions regarding pilot project submissions, review the online submission system, and to assist applicants with crafting Public Health Impact statements on Tuesday May 1, 2018 at 12 pm in HOS 128. ****

PREVIOUSLY FUNDED PILOT PROJECTS: PIs of Pilot Projects funded in 2017-18 are required to resubmit a full application if they wish to be considered for a second year of funding in 2018-19. In addition to the information listed above, these applications must include a summary of progress during the first year and a description of efforts (planned or already made) to obtain external funding to continue the project (one additional page maximum for both items together).

FUNDING and EXPENDITURE

A maximum of \$25,000 in direct costs can be requested. Funding may be used to support other than personnel costs such as materials, laboratory supplies, assays, animal costs, consultants, recruitment costs, participant compensation, domestic conference travel, etc. **Funding may not be used to support salary, time/effort or institutional indirect costs.**

HOW TO APPLY

Applications must be **received on or before 5:00 PM, ET, on May 25, 2018**. All applications are to be uploaded to the **pilot project online submission system**. You can access the system at <https://pilotprojects.rockefeller.edu> Please note you will need to register in order to submit your application online. **Paper and email submissions will not be accepted.**

A confirmation e-mail will be sent when your submission is successfully received.

CONTENT AND FORM OF APPLICATION

FORMAT SPECIFICATIONS

Follow format and font specifications as outlined below. Applications that do not follow instructions will be deemed non-responsive to this FOA.

- Use Arial typeface and a font size of 11 point only
- Use one-half inch margins (top, bottom, left, and right) for all pages of the FOA
- Place last, first name in the header of your application

No more than 6 pages for sections 1-5, the application should contain the following:

(Applications longer than 6 pages will be deemed non-responsive to this Funding Opportunity Announcement)

1. Specific Aims
2. Background and Significance
3. Preliminary Studies, if relevant
4. Research Design and Methods
5. Project Timeline
6. Literature Citations
7. Budget and budget narrative (budget justification)
8. Biographical sketches
9. Letter(s) of collaboration/support
10. Letter of commitment from partnering faculty/institution (if applicable)
11. Use of Vertebrate Animals (if applicable)

ABSTRACT

The application should include a brief abstract. That abstract should contain an explanation of how the proposed project will accelerate the development of a clinical or translational project and how the proposed research will address an issue of significance to human health and what impact it may have on population health. **Your abstract should be no longer than 1500 characters (including spaces).**

Although this submission is based on key elements of the PHS 398 form, the entire application should be brief, no longer than **6 pages**. If the study involves a design where statistical methods are used to determine the number of subjects that need to be studied, that statistical information should be included as a part of Research Design and Methods section.

Applicants submitting research proposals including human subjects research (including samples-only research) are encouraged to consult the Research Facilitation Office x7886, the IRB x8411, and the Clinical Research Support Office x8408 for at least preliminary discussions about feasibility and protocol design. If a study involves vertebrate animals, the five points detailed below should be included but will not count towards the 5-page length. Plans to use core resources of the Center for Clinical and Translational Science are encouraged and should be explained in Research Design and Methods, if relevant.

FOR HUMAN SUBJECT PROPOSALS

If human subjects are involved in the pilot project you are proposing, in addition to the items above, please include the following:

Protection of Human Subjects section that clearly describes the risk, protections, benefits and importance of the knowledge to be gained by the activities outlined in your pilot project application

Inclusion Plan for Women, Minorities and Children

Targeted Enrollment Table or Inclusion Data Record (IDR) –See Pilot project submission system for form download

Data and Safety and Monitoring plan (DSMP) if applicable

FOR PROPOSALS REQUESTING THE USE OF VETEBRATE ANIMALS

If vertebrate animals are involved in the pilot project you are proposing, please address each of the five points below.

If all or part of the proposed research involving vertebrate animals will take place at alternate sites (such as project/performance or collaborating sites), identify those sites and describe the activities at those locations.

Although no specific page limitation applies to this section of the application, be succinct. Failure to address the following five points will result in the application being designated as incomplete and will be grounds for The Rockefeller University Center for Clinical and Translational Science to defer the application from review.

The five points are as follows:

1. Provide a detailed description of the proposed use of the animals for the work outlined in the Research Design and Methods section. Identify the species, strains, ages, sex, and numbers of animals to be used in the proposed work.
2. Justify the use of animals, the choice of species, and the numbers to be used. If animals are in short supply, costly, or to be used in large numbers, provide an additional rationale for their selection and numbers.
3. Provide information on the veterinary care of the animals involved.
4. Describe the procedures for ensuring that discomfort, distress, pain, and injury will be limited to that which is unavoidable in the conduct of scientifically sound research. Describe the use of analgesic, anesthetic, and tranquilizing drugs and/or comfortable restraining devices, where appropriate, to minimize discomfort, distress, pain, and injury.
5. Describe any method of euthanasia to be used and the reason(s) for its selection. State whether this method is consistent with the recommendations of the American Veterinary Medical Association (AVMA) Guidelines on Euthanasia. If not, include a scientific justification for not following the recommendations.

If the involvement of animals is indefinite, provide an explanation and indicate when it is anticipated that animals will be used.

FOR COMMUNITY- ENGAGED RESEARCH PROPOSALS

The Rockefeller University Center for Clinical and Translational Science (RUCCTS) aims to increase access to research in communities by supporting community/academic research partnerships and collaborations that are both relevant and responsive to the health needs of the community. Research projects must be designed with input from the community, to enhance practical as well as theoretical understanding of community health issues, and include creative strategies for addressing community-identified problems by bringing together academic and community partners. In addition to the content and form of the application above, proposals should include a brief description of the problem under investigation as identified with a community partner,

provide a description of procedures for conducting the community-based research study and include a timeline. Proposals should describe the importance and significance of the results or findings that are likely from the research and its benefit to the community. The proposal should outline plans for publication and presentation of the results once the project is completed.

REVIEW CRITERIA

Projects will be evaluated on the basis of scientific and technical merit and clinical and translational impact, as well as the potential of the research to advance the career of a trainee. The applications will be reviewed by the Oversight of Pilot and Collaborative Translational and Clinical Studies subcommittee of the Advisory Committee for Clinical and Translational Science (ACCTS) and presented to the ACCTS for final determination of funding. Once a project is evaluated for its scientific and technical content and recommended for funding, funding will be contingent on the investigator obtaining ACCTS and IRB approval for human subjects protocols and ACCTS and IACUC approval for studies involving vertebrate animals. **For community-engaged research projects** applicants must provide a letter of commitment from the partnering faculty/institution. Proposals in this category must incorporate community involvement in the design and, where appropriate, focus on having a positive health impact on the participating community.

AWARD ANNOUNCEMENT

Awards will be announced on or by July 24, 2018.

TERMS OF AWARD

Prior to award, applicants will be informed of the applicable terms and conditions of award for pilot projects. **Applicants awarded CTSA supported projects will be expected to expend all of the funds before May 31, 2019.**

INQUIRIES

Address inquiries to Maija Neville-Williams, Administrative Director at mwilliams@rockefeller.edu (212) 327-8501.

Please share this announcement with Rockefeller University faculty colleagues who may be interested in submitting a proposal.