



Call for Pilot Projects

NIH/NIMHD Grant #U54MD007587

PURPOSE:

The Puerto Rico Clinical and Translational Research Consortium (PRCTRC) Pilot Project Program (PPP) is a key component in the efforts to gain a better understanding of the health disparities present in Puerto Rico and Latino populations. The overall goal of the PPP is to catalyze the formation of investigators working in multidisciplinary teams and science that will help reduce the existing health disparities in Hispanics. It also aims to increase the number of underrepresented minority investigators studying health disparities. The PPP will aid in the integration of existing infrastructure, training and mentoring investigators, and helping the process of translation of knowledge from the bench all the way to the community and vice versa. This call provides the guidelines and evaluation criteria for proposal submissions.

RESEARCH SCOPE:

Research proposals should emphasize developing clinical and translational research in one of the four areas of study of health disparities identified as priorities in Puerto Rico and the PRCTRC: 1) cancer, 2) HIV/AIDS, 3) neuroscience, and 4) cardiovascular/metabolic diseases. However, other health disparities topics related to our Hispanic population can be submitted. **We will fund at least one pilot project that would use one of the following approaches or address one of the following specific areas of disparities research:**

- 1. Studies using short interventions to obtain preliminary data aimed at future larger interventions to decrease an established health disparity**
- 2. Precision medicine as it pertains to a health disparity**
- 3. Disparities in the provision of Health Care**

Investigators should become well acquainted with the goals and objectives of the National Institute of Minority Health and Health Disparities Research to guide their projects.

AVAILABLE SUPPORT:

Applications can request up to \$50,000 per year with funding of up to 2 years, contingent on the established goals and objectives at the end of year 1 are fulfilled. All applicants are encouraged to use the PRCTRC infrastructure and core facilities to conduct their research. Three pilot projects will be awarded.

ELIGIBILITY:

- The PI of the pilot project must be an early career stage investigator or a mid-career stage investigator proposing a new area of research. (Note: For questions or doubts, please contact: pilotprojectsprctrc.rcm@upr.edu)
- Proposals must have a translational emphasis (see PRCTRC translational definitions at <http://prctrc.rcm.upr.edu/about-prctrc/translational-research-approach/>).
- Research proposals should emphasize clinical and translational research in one of the four priority areas of study of health disparities prioritized by the PRCTRC: cancer, HIV/AIDS, neuroscience, and cardiovascular/metabolic diseases.
- All proposals must have collaborations between clinical and basic or social scientists according to the type of award solicited. It is recommended to have collaborations among the PRCTRC partners <https://www.dropbox.com/s/ltnbv4vphyo4g1r/PRCTRC%20Partners%20List.pdf?dl=0>
- All PIs **must** identify and work with a mentor.

IMPORTANT DATES:

Letter of Intent due date	October 17, 2016
Proposal Submission	December 1, 2016
Earliest Anticipated Award	May 1 st , 2017

SUBMISSION INSTRUCTIONS:

A **letter of intent (LOI)** should be received no later **Monday, October 17, 2016** (LOI is not requirement).

- Should have the following information: title, PI/MPI names, participating institution(s), partner's collaboration (if applicable), brief description, preliminary aims, and 3-4 keywords.

Applications must be:

- Submitted no later than **Thursday, December 1, 2016**.
- Submitted as a single PDF using the NIH grant mechanism format (<https://grants.nih.gov/grants/funding/phs398/phs398.html>).
- Both, LOI and application should be submitted as **PDF** electronic file(s) to Mrs. Antonia L. Ortiz (pilotprojectsprctr.rcm@upr.edu). **Any applications received after the deadline will not be reviewed.**

ALL APPLICATIONS MUST ADHERE TO THE FOLLOWING PAGE ORDER AND SPECIFICATIONS:

- **Use most recent NIH format link:** (<https://grants.nih.gov/grants/funding/phs398/phs398.html>)
- **Face page** (Form Page 1)
- **Cover page** with abstract (Form Page 2)
- **Budget (Form Page 4) and detailed budget justification (2-3 pages)**. Only direct funds can be budgeted. There are no funds for indirect costs, stipends, honorariums, & cost sharing. Incentives for participants are allowed. Travel to scientific meetings to present an abstract, but limited to domestic travel and may not exceed \$2,500. Supplies directly related to the proposed study are allowed. Request for equipment requires a quote, proper justification and plans for future use once the project is completed.
- **Biographical Sketch(s)**, (BS) (latest version, not exceed 5 pages for each person). All BS for key personnel and collaborators should follow the NIH format. (<http://grants.nih.gov/grants/forms/biosketch.htm>).
- **Research plan (6 pages)**
 - **Specific Aims (1 page)** - Should include a brief description of the knowledge gap to be filled with the proposed project, list the goals and the specific research outcomes it intends to accomplish, state the hypothesis to be tested. State the relevance the proposed project has to health disparities in Hispanics.
 - **Significance and Innovation (1 page)** – This page should include one paragraph regarding the significance of the proposed study and its relevance to health disparities; and a paragraph explaining why the proposed project is innovative.
 - **Approach, Research Design and Research Timetable (2½ pages)** – Describe the experimental approach for each aim proposed including the methods (data collection) and statistical analysis (including interpretation). Include a section of pitfalls and alternative strategies. A timetable¹ for the proposed project is required and should include the proposed methods, plans for abstract and/or manuscript submission, and possible external funding.
 - **Structured career development plan (1½ pages)** – Describe the activities to be performed including methods and evaluation of outcomes. Also include a justification regarding the plan and the objectives of the proposed pilot project and future directions.
 - **All PIs need to submit a Career Development Plan² previously discussed and approved by the mentor.** This plan is equivalent to a NIH K award career development plan. (<http://grants.nih.gov/grants/how-to-apply-application-guide/forms-d/career-forms-d.pdf>). A

timetable¹ and outcome measures should be clearly delineated in the plan.

- A paragraph describing how this project will lead the investigator to independent funding **must be included**.
 - **All PI's must work with a mentor**
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- **Human subjects section** (<https://humansubjects.nih.gov/nih-human-subjects-policies-guidance>), if applicable.
 - **Include the Targeted/Planned Enrollment Table**, if applicable. (<http://grants.nih.gov/grants/funding/phs398/PlannedEnrollmentReport.docx>)
 - **Provide copy of the IRB or IACUC, Institutional Biosafety Committee, and Good Clinical Practice** approval letter, or submit evidence of having initiated the review process of the committee that applies. If working with animals, please submit copy of IACUC training certifications. Proposals submitted to this Call and to the IRB/IACUC must be the same title. If the proposal consist of multiple institutions, should have the reciprocal IRB or dual approval (primary institution and UPR-MSU).
 - **Submit copy of the certifications for Human Subjects Protection and HIPAA training** for all investigators working (citiprogram.org).
 - **Resource** Sharing Plans (including data sharing, model organism sharing, and genome-wide association study [GWAS] if applicable)
 - **Letters of Support and Biographical Sketch of Mentors and Consultants**
 - **Use of RTRN and other database** (contact lorena.gonzalez2@upr.edu)

REVIEW PROCESS:

Incomplete applications will not be reviewed.

All proposals will be reviewed using the NIH scoring protocol. All components will be evaluated: significance of the study, innovation, approach, environment, investigators, collaborations, career development plan, impact to human health and health disparities, and potential to lead to independent funding. All proposals will have at least two peer reviews and will be discussed by the PRCTRC Internal Advisory Committee. The proposals with the higher scores will be send to NIH-NIMHD for final approval.

COMMITMENTS BETWEEN THE PI AND THE PPP PRCTRC:

Participate in the grantsmanship courses designed for the PPP PIs by the Professional Development Core (PDC)

- Commit to meet with the senior research advisory panel (2-3 members) quarterly to evaluate the project's progress
- Fulfill the proposed career development and mentoring plan
- Participate in a Mock Study Section Process
- Comply with the mid-year (**November 1st, 2017**) and final (**April 15th, 2018**) progress report
- Present study at a local/regional/national scientific meeting
- Participate in the PRCTRC Evaluation Core metrics
- Submit a manuscript with the collected data
- Submit at least one grant for external funding using the generated data
- **Participate and report during conference calls with NIMHD Program Official, as required**

¹Research and career development timetables can be submitted as one table.

²The Career Development Plan should be review by or prepared in collaboration with the Professional Development Core (PDC)- mariela.torres6@upr.edu

INQUIRIES:

While preparing your proposal, we highly recommend you seek advice with the PRCTRC Core Staff, as needed <https://www.dropbox.com/s/9fkobjlw5m942jt/PRCTRC%20Core%20Staff.pdf?dl=0>

We thank you for your interest in the PPP of the PRCTRC. If you need further information and assistant please contact: (pilotprojectsprctrc.rcm@upr.edu)

Valerie Wojna, MD
PPP PRCTRC Core Leader

(pilotprojectsprctrc.rcm@upr.edu)

Ms. Antonia L. Ortiz
PPP PRCTRC Coordinator

antonia.ortiz@upr.edu
787-759-0306 Ext. 227

Time Table

August 19, 2016	Call for Pilots
October 17, 2016	Letter of intent
August 19, 2016- December 1, 2016	Preparation period & Consultation with Cores
December 1, 2016	Electronic Proposal Submission
December 2, 2016- February 18, 2017	Evaluation Period
February 18-28, 2017	Proposal Pre-selection
February 28, 2017	Sending Process(PRCTRC-CRECED-NIH)
March 1 – April, 30 2017	NIH/NIMHD Evaluation Period
May 1, 2017	Estimated Starting Date

RESEARCH:

THE WAY WE ELIMINATE HEALTH DISPARITIES