UF STEM Translational Communication Center
UF Clinical and Translational Science Institute

Translational Communication Research Pilot Project Awards
2018-2019 Request for Applications (RFA)

Project Title	

Please select the type of grant for which you are applying:

☐ Trainee (up to $5,000)   ☐ Faculty (up to $10,000)

Please indicate whether you have been the PI on a previous STEM/CTSI Pilot Project Award:

☐ No   ☐ Yes

Full Name of PI	
Position/Title	
UFID	
College/Department	
Department ID	
Campus Mailing Address/ PO Box	
Phone/Fax #	
E-mail	

Total Amount of Funding Requested	
Start/End Date	

Co-Investigator(s) *If applicable*	
College/Department	
Campus Mailing Address/ PO Box	
Phone/Fax	
E-mail	

Human/Vertebrate Animal Subjects and Proprietary/Privileged Information

Note: Projects that are awaiting funding to begin may wait until after Notice of Award to submit protocols to IRB or IACUC, but applicants should demonstrate they have taken preliminary steps to prepare submissions so minimal time will be lost in securing approvals.

1) Are human subjects involved? ☐ Yes ☐ No
   a) If YES, does this project require IRB approval? Yes No
       <u>If YES,</u>
       Is the IRB's review of your protocol in progress? ☐ Yes ☐ No

       IRB approval date (mm/dd/yyyy): ___/___/_____

       IRB project # (if known): _____

       Note: For assistance with determining the need for IRB approval for projects, you may contact Tiffany Pineda, Research Navigator, at tiffany.danielle@ufl.edu.

2) Are vertebrate animals used? ☐ Yes ☐ No
   a) If YES,

      Is the IACUC's review of your protocol in progress? ☐ Yes ☐ No

      IACUC approval date (mm/dd/yyyy): __/___/_____

      IACUC project # (if known): _____

3) Is proprietary/privileged information included in the application? ☐ Yes ☐ No

Signatures

Principal Investigator:

		Date: _____
Printed Name	Signature	

Department Chair (or designee):

		Date: _____
Printed Name	Signature	

Application Documents

Please confirm the following documents are included with your application in the following order:

☐ 1. Signed Cover Sheet ☐ 2. Abstract, Translational Impact, External Funding Plan, Mentoring Plan

☐ 3. Project Proposal/ Research Plan ☐ 4. Key Personnel & Biosketches

☐ 5. Budget, Justification & Cost Estimates ☐ 6. Letters of Support

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Formatting Your Application
Applications must be formatted as follows:
- *Number all pages*
- *Use Arial font, size 11, single spaced, left justified*
- *Use ¾" margins and standard 8.5x11 paper*

Submitting Your Application
Email your complete application (including cover sheet and all attachments) as a single PDF to lyllyr@jou.ufl.edu by 5pm on Monday, April 9, 2018. Applications that do not follow the instructions or are submitted after the deadline will not be reviewed. Please email yulias@ufl.edu or call 352 846.2399 with any questions.

Cover sheet

Abstract (200 words or less)
Provide the rationale for the work, usually in the form of a research question to be answered, and a description of the approach to be taken to answer the question.

Translational Impact (200 words or less)
Brief description of the potential contribution to translational communication science.

External funding, career advancement and/or commercial development (200 words or less)
Brief description of how the proposal would lead to external support

Mentoring Plan (200 words or less)
Trainee and faculty applicants must submit a summary of the applicant's mentoring plan and mentoring environment(s).

Project Proposal/ Research Plan (5 pages or less)
Describe the proposed project and research plan and include the following sections:
- *Specific aims*
- *Background/Significance*
- *Innovation*
- *Approach (including preliminary studies, design and methodology)*
- *Project timeline including IRB submission*
- *References (NIH formatted; included in five-page limit)*

List of key personnel
Provide a list of key personnel. For each member of the research team, include name, title, UFID and role on the project.

NIH or NSF biosketch (investigators and mentors)
- *NIH-formatted biosketches for PI, investigator(s) and mentor(s). The NIH biosketch form can be downloaded at http://grants.nih.gov/grants/funding/phs398/phs398.html. Additional instructions for biosketches:*
  - *Each biosketch is limited to four pages.*

- *All biosketches should include eRA Commons User Names: https://commons.era.nih.gov/commons/index.jsp.*

- ***PIs:*** *Use the statement section to explain why you are well suited for the role of PI and how the project will contribute to your career development plan.*

- ***Mentors:*** *Personal statement should include mentor's qualifications and role in the career development of the PI.*

Budget and justification
Submit a detailed budget and justification of expenses using the NIH's standard "Detailed Budget for Initial Budget Period" form. The budget can include all normally allowable costs of research (including meetings with off-campus collaborators) **with the exception of faculty salaries and indirect costs***. A cost estimate for requested services should be included in the application. For example, if you are requesting funds for REDCap, the CTSI Biorepository or Southeast Center for Integrated Metabolomics activities, we will expect an estimate detailing the cost of service from the provider of the service. The estimate should accompany the application. For questions about allowable costs and constructing a budget, contact Yulia Strekalova (yulias@ufl.edu). The NIH "Detailed Budget for Initial Budget Period" form can be downloaded at http://grants.nih.gov/grants/funding/phs398/phs398.html.*

Letters of support (when applicable)
Trainees must include letters of support from their mentor(s).