Georgia CTSA Request for Proposals
Pilot Grants Program

Georgia CTSA's Pilot Grants Program is soliciting proposals that either a.) generate preliminary data and refine research strategies for subsequent extramural grant applications OR b.) develop the best approaches and methodologies to address complex translational and clinical research problems.

Two categories of grants will be considered:

- Category 1 - Grants that focus on translational and clinical research
  Pilot projects are intuitively understood to represent preliminary, preparatory, or feasibility studies designed to assess the applicability of new technologies, protocols, data collection instruments, or subject recruitment strategies as stepping-stones toward a full, hypothesis-testing investigation. The four academic institutional partners of the Georgia CTSA collectively recognize the critical need for start-up, feasibility, or proof-of-concept resources.
- Category 2 - Grants that address a translational research question which could provide insights generalizable to other projects/diseases.
  The Pilot Grants Program will seek proposals that propose innovative approaches to:
    - Novel technology development
    - Biostatistics method development
    - Informatics
    - Community engagement and ethical issues in human subjects
    - Best approaches to address important clinical and translational research (CTR) problems and/or the science of translational science
    - Innovative approaches to overcoming choke points in the translational process, such as regulatory hurdles and patient recruitment
    - Novel methodologies for clinical research that can be generalized to other projects
    - Development of new approaches for implementation science that will enhance the translation of medical advances into the community or to special populations

Georgia CTSA Mission Statement - The institutions of the Georgia CTSA leverage their *complementary* strengths to accelerate clinical and translational education, research, and community engagement to impact health in Georgia and beyond.

Funding - As many as five awards of up to $40,000 each in total direct costs.

Eligibility – Full-time faculty from Emory University, Georgia Institute of Technology, Morehouse School of Medicine, and the University of Georgia may submit proposals. Personnel eligible to apply as PI at their institution may submit applications. One proposal may be submitted per faculty member. Any faculty member who has a current grant with overlapping aims is not eligible to apply.

Note: All pilot project recipients will be eligible for the **Georgia CTSA Award of Distinction in Team Science** – "To further promote collaboration, the Georgia CTSA Executive Oversight Council will award an annual Award of Distinction in Team Science during their annual meeting to Georgia CTSA investigators who, through their multi-institutional, multi-disciplinary collaborations, have made a profound impact in CTR."

Timeline
March 1, 2019 at 5:00 PM – proposals due
Early May 2019 – applicant award notification
July 1, 2019 – earliest anticipated start date
June 30, 2020 – end date **(Investigators may NOT apply for a no-cost extension.)**

Application Information
Applicants should submit the following materials using the online application **no later than 5:00 PM**. (no exceptions) **on Friday, March 1, 2019:**

The online application must be completed in one sitting, so it is recommended that applicants gather the information/documents below before beginning the application.

Each of the following items should be uploaded as a single PDF document following this naming convention: PI last name.first name.pdf. If a PI is on more than one grant, use Doe.John1 and Doe.John2 to identify each grant. Please avoid scanning text documents to create PDFs.
- Title Page
    - Must include title of the proposal
    - Category 1 or 2
    - PI name, degree(s), title(s) and institution
    - Research teams' names, degrees titles and institutions
- Summary/Abstract (500 words maximum)
- Specific Aims: *Maximum one page*
- Research Strategy: Must include sections for Significance, Innovation, and Approach. *Maximum 3 pages*
- Revised applications should include responses from the previous review. *Maximum 1 page*
- References: *No page limit*
- IRB or IACUC Approval Letter OR comments on the status of the IRB/IACUC review. IRB or IACUC protocols must have been submitted prior to submission of this pilot award application. IRB/IACUC approval for proposals selected for funding must be received by May 15, 2019.
- Projected budget* using this template. A separate budget page should be submitted for each institution that will incur costs on behalf of this project.
- Budget Justification
- Biosketches: Include NIH-style biosketches for key personnel. Please use this template. Combine all biosketches into one PDF.
    - Biosketch instructions here

Application formatting:
- Use paper size no larger than 8 ½" x 11"
- Provide at least one-half inch margins (top, bottom, left, and right) for all pages
- Font size must be 11 points or larger (smaller text in figures, graphs, diagrams, and charts is acceptable as long as it is legible when the page is viewed at 100%)
- Text color must be black (color text in figures, graphs, diagrams, charts, tables, footnotes,

and headings is acceptable)
- The following fonts are acceptable: Arial, Calibri, Times New Roman

Click here for guidance on the Summary/Abstract, Specific Aims, Research Strategy, Budget and Budget Justification.

*Funding Limits and Budgeting Requirements
- Applicants may request 12 months of funding with direct cost amounts up to $40,000. **Investigators may NOT apply for a no-cost extension.** Budgets must be in this format. Please submit one budget page per institution.
- It is not required that the PI request salary and fringe. If PI salary and fringe are requested, the total salary and fringe cost combined for *all faculty members* may not exceed 25% of the direct cost budget. The current federal fringe for your home institution should be applied. The NIH salary cap applies.
- Funds may be requested for salaries for study staff, students, post-doctoral fellows, and other study-related personnel. Funds may also be requested for research lab supplies.
- Funds for this project may be used for data collection and analysis, research lab supplies, and student/postdoc/staff/technical support that are directly related to the conduct of the research. Costs subject to CAS approval, such as general-purpose equipment, office supplies, etc. may not be charged to this project. Salary support for administrative support is not appropriate. **Travel expenses are not allowable with this funding mechanism.**
- All federal and institutional rules and regulations regarding the administration of grants apply. These pilot funds are federal funds.

Review and Award Process
Each application will be reviewed by at least two reviewers. Proposed research should be focused since funds are only provided for 12 months and no-cost extension is not permitted. **Preference will be given to proposals conducted across the Georgia CTSA.** *Applicants will be notified by early May 2019 if their proposal has been accepted for funding.*

Progress Reports and Citation Requirements
Awardees are required to submit periodic progress reports and to cite the Georgia CTSA NIH award number (**UL1-TR002378**) on all products (publications, patents, presentations) resulting from this award.

For all application questions, please contact: Bekeela Davila at bekeela.davila@emory.edu