Request for Applications for Pilot Studies

I. General Information

Solicitation Number:  ITS-2012-PIL
Mechanism of Support:  ITS Pilot Study Grant

Key Dates:
Release/Posted Date: March 1, 2012
Application Due Date: June 1, 2012
Peer Review Date(s): July 2-July 31, 2012
Council Review Date(s): August 1, 2012
Earliest Anticipated Start Date(s): September 1, 2012

Funds Available and Anticipated Number of Awards:  Awards issued under this RFA are contingent upon the availability of funds and the submission of a sufficient number of meritorious applications.

Eligible Applicants:  UTMB investigators at the level of Assistant Professor or higher.  More than one PI may be listed.  The decision to include a single PI or multiple PIs is the responsibility of the investigators.

Number of Applications:  A PI may submit only one application for ITS funding per annual funding cycle.

NOTICE:  In developing an application, investigators are strongly encouraged to contact the Coordination Core at CTSA@utmb.edu for help in planning their project and identifying relevant ITS resources.

Budget and Project Period:  1 year of support may be requested for a total not to exceed $30,000.  The anticipated start date is Sept. 1, 2012, with funding expected to continue through August 31, 2013.  Continued funding during this period is contingent upon reasonable progress in accomplishing the proposed aims.

Cost Sharing or Matching:  Cost sharing is not required.  However, applicants should describe any project support from their department or other sources.

II. Purpose of this RFA

Pilot grants should have a basic or clinical research focus and be translational in nature.  The result of these projects should be preliminary data which can be used to apply for extramural funding.  Priority will be given to projects which are aligned with the work of existing Multidisciplinary Translational Teams (MTTs).

III. Submitting an Application

Format:  Use 11 point Arial font with 0.5 inch margins.  Tables and figures must be readable.  Pages must be single-spaced.  Applications will not be reviewed if page limits are exceeded, applicable section(s) are omitted, or formatting recommendations are not followed.

NOTICE:  Applications must be submitted electronically as a single pdf file to ebruiz@utmb.edu using the instructions and forms available at http://www.its.utmb.edu/resources/collaborative_studies.html.
Required Components:

1. Application Form. All information must be submitted on the form provided.


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3. Biosketches. Provide a biosketch [4 page maximum] in the current NIH format for key Investigator(s). Please include all current support and effort.

Funding Restrictions:

- Pre-award costs are NOT allowable.
- After the 6th month of project funding, funds cannot be reallocated.

Deadline: Applications must be received by 5:00 p.m., local time on June 1, 2012. No extensions will be given. Once submitted, an application cannot be revised.

IV. Review of Applications

Review and Selection Process: Applications will be evaluated for scientific merit by the Scientific Review Committee. Highly ranked applications will be recommended for funding to the CTSA Executive Committee.

Review criteria include: overall impact, significance, innovation, and approach.

In addition, applicants must clearly describe: how the work is translational and how investigators will interact with ITS resources.

V. Award Administration

Award Notices: All applicants will be notified by the 3rd week in August.

Meeting with the Coordination Resource: Successful applicants will meet with the Coordination Resource prior to funding. Discussion topics will include:

- Specific ways that CTSA Resources could enhance the project
- Project timeline and milestones
- Tracking and evaluating progress

Progress Reports: Funded projects will submit two progress reports, 6 and 11 months from the award date. Pilots will be required to present progress and research findings at ITS meetings.
VI. Additional Information and Inquiries

Visit the Pilots and Collaborative Research Web Pages
http://www.its.utmb.edu/resources/collaborative_studies.html.

- Application Form and RFAs
- Previously Funded Projects

Contact the Coordination Resource: CTSA@utmb.edu or (409) 747-2872 with questions about aligning with MTTs.

VII. Submission Checklist

- Proposal
- Biosketches
- ITS Application Form