

# CALL FOR PROPOSALS & APPLICATION GUIDELINES

## University of Kentucky—Washington University Diabetes Research Center Collaborative Pilot & Feasibility Awards

**Grant Submission Deadline – 5pm on August 29, 2018**  
**Anticipated Start Date of Funding – December 1, 2018**

### Availability & Purpose of Funds

The Washington University Diabetes Research Center (DRC) anticipates funding new Pilot & Feasibility Awards through an ongoing collaborative program with the University of Kentucky starting 12/1/18. The contact Principal Investigator of this program at University of Kentucky is Dr. Philip Kern. The goal of this program is to develop preliminary data leading to the submission of new applications for independent (NIH, JDRF, or ADA) research grants.

### Qualifications

- The following qualify for grant support under the Pilot & Feasibility Program:
  - New faculty members involved in diabetes-related research who have not yet obtained independent funding. Applications from these individuals are most likely to be supported by this mechanism.
  - Established investigators not involved in diabetes-related research who propose feasibility studies related to diabetes.
  - Established investigators involved in diabetes-related research who propose feasibility studies clearly not related to previously supported research.
- Applicants must hold a faculty appointment and be independent investigators in any department at University of Kentucky. Postdoctoral Fellows or their equivalent are not eligible.
- There is no specific citizenship requirement.
- Previous recipients of Pilot & Feasibility support are eligible, but first priority will be given to those who have not been supported by this program.

### Budget Guidelines

- Grants of up to \$40,000 (direct costs) for one year will be awarded.
- It is expected that the Grantee will use the full amount of funding awarded during the one-year term of the award. Special permission is required to carry forward remaining funds at the budget year-end and is not automatically granted.
- Up to 10% salary support for faculty will be considered, if amount < 25% of the total award.
- The budget may not include funds for computers, software, travel, journal subscriptions, memberships to professional societies or the purchase of printed reference materials.

### Review

- Applications are evaluated by external reviewers and the Diabetes Research Center Pilot & Feasibility Review Committee which includes representation from both Washington University and University of Kentucky.

### General Guidelines

- NIH [PHS 398 \(01/18\)](#) non-modular format (see below for specific instructions).
- **Application submission link:** <https://redcap.uky.edu/redcap/surveys/?s=PP9F4EFNTX> **by 5 pm, August 29, 2018.** Applications that are late or do not adhere to the instructions may be administratively denied.
- Applications do **NOT** need to go through the Grants & Contracts office.
- Successful proposals must be approved, if applicable, by the Human Studies, Animal Studies, Biosafety, and Radiation Safety Committees. Regulatory approvals may be “Pending” at the time of application.

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### Applicant Eligibility

- Each pilot & feasibility study proposal should state clearly in an accompanying cover letter the justification for eligibility of the investigator under one of three criteria:
  - New faculty members involved in diabetes-related research who have not yet obtained independent funding. Applications from these individuals are most likely to be supported by this mechanism.
  - Established investigators not involved in diabetes-related research who propose feasibility studies related to diabetes.
  - Established investigators involved in diabetes-related research who propose feasibility studies clearly not related to previously supported research.
- An important eligibility criterion for the DRC P&F awards is that the individuals to whom awards are made must hold a faculty appointment and be independent investigators. For those applicants who hold a mentored award (e.g., NIH K01, K08, Scientist Development Grant, etc.) or who have indicated that a senior scientist will serve as a mentor, the application should be accompanied by the mentor's other support page and a letter from the mentor stating that the proposed project is independent of the mentor's research program.

### Application should include the following PHS398 (01/18) Form Pages (in order):

Link to NIH forms: <http://grants.nih.gov/grants/funding/phs398/phs398.html>

- **Face Page (fp1)**
- **Description/Abstract (fp2)**
- **Detailed budget (fp4)**
- **Budget for entire period with justification (fp5)**
- **NIH Biosketch (5 page limit) (Include PMCID numbers for publications, see link below regarding NIH Public Access Policy)**  
<http://grants.nih.gov/grants/forms/biosketch.htm>
- **Other support (continuation page)**
- **Resources**
- **Body of the Application: Specific Aims and Research Plan that together do not exceed 5 pages (including tables and figures, excluding references). Please address Significance, Innovation, and Approach. Use NIH Continuation pages for this section.**
- **Appendix is required and must include (in order):**
  1. Cover Letter from applicant stating eligibility.
  2. Letter from Department Head or Division Chief endorsing the project.
  3. Mentor's letter and other support page, if required. See above eligibility guidelines.
  4. Regulatory Approvals for the proposed project should be secured (or pending at the time of application) from the Human Research Protection Office, Animal Studies Committee, Environmental Health & Safety, and/or Radiation Safety.
  5. List of (6) Reviewers, outside Washington University, who are free of conflict of interest. Do not include collaborators, co-authors, or mentors. Provide name, position, institution, address, phone number and email.

### Requirements for Pilot & Feasibility Award Recipients

- DRC support will be acknowledged on all publications related to Pilot & Feasibility Award (P30 DK020579).
- Comply with NIH Public Policy: <http://publicaccess.nih.gov/>
- Recipients are invited to present posters at the annual Washington University Diabetes Day Symposium held each November. Travel will be arranged and provided by the Washington University Diabetes Research Center Administrative Core.
- Recipients will assist the DRC in collecting follow-up data regarding their career progression.

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## **Collaborative Pilot & Feasibility Awards**

*Questions: Contact Dr. Philip Kern at [philipkern@uky.edu](mailto:philipkern@uky.edu) or Karen Muehlhauser at: [kmuehlha@wustl.edu](mailto:kmuehlha@wustl.edu)*