

ANNOUNCEMENT OF INTRAMURAL GRANTS

GRANTS FOR RESEARCH AND SCHOOL PARTNERSHIPS – (GRASP-Intl)

FROM LOMA LINDA UNIVERSITY HEALTH (LLUH) OFFICE OF THE VICE PRESIDENT FOR RESEARCH AFFAIRS
2017

Purpose:

- Promote research collaborations between Loma Linda University (LLU) faculty and Seventh-day Adventist (SDA) institutions outside of the United States
- Encourage LLU faculty and international SDA institutions to become more involved in research
- Develop grant preparation skills and generate preliminary data for subsequent extramural grant applications

Description:

- Maximum award per proposal: \$75,000
- Term of award: 24 months
- Number of awards for 2017: 1
- Deadline for Letter of Intent: Monday, August 14, 2017, 5:00 PM PST
- Deadline for submission: Tuesday, October 10, 2017, 5:00 PM PST
- Anticipated date of award announcement: Friday, January 5, 2018

Eligibility:

- A. The project must be directed by two co-Principal Investigators. One co-PI must be a member of the LLU faculty. The second co-PI must be a professional with a post-baccalaureate degree and employed by an international SDA hospital, medical center, college or university. Other individuals may be included in applications as co-investigators who provide essential support to the proposed work, but no more than two co-PIs may be named on an application.
- B. One co-PI must have an LLU faculty appointment that meets the LLU [PI Eligibility](#) policy. The second co-PI need not have an LLU faculty appointment but must receive formal permission to serve as a co-PI through the LLU [PI Eligibility process](#). Such applicants must submit the documentation required by the PI Eligibility policy no later than the date of the deadline for the Letter of Intent.
- C. At least one co-PI must have received less than \$100,000 in direct costs for support of their research activities during the 12 months preceding the date of this announcement. The PI with less access to previous research funding must have a greater role in the scope of the proposed work and corresponding access to the grant funds.
- D. Studies must be based on the Loma Linda campus and/or the site of the international co-PI, though supplies, reagents and services from other places are allowed. Exceptions must be requested and permission granted in advance.
- E. One of the co-PIs must have published at least one peer-reviewed article during the past year (to be included in the biosketch).
- F. Individuals who have received prior awards through a GRASP mechanism may reapply for GRASP support provided that *for each prior GRASP award* they: 1) Have published, or had accepted for publication, one or more manuscripts in a peer-reviewed journal. To qualify, this publication must acknowledge funding through the LLU GRASP mechanism, or 2) Have submitted one or more applications for extramural funding on which they are named as PI or co-investigator. The publication of a manuscript or grant application must have occurred after receiving the prior GRASP award. This requirement applies even when the co-PI proposed in the current application is different from the co-PI in the earlier award.
- G. Starting with the 2018 round of submissions, teams that submitted unsuccessful GRASP-Intl applications may submit revised applications in a subsequent year. The revised application must include an "Introduction to the Revised Application" of no more than one page that describes the changes made in the proposal.

- H. While individuals or teams may submit more than one application per yearly cycle, no more than one award will be made to any investigator. Further, if an investigator submits two applications with two different co-PIs, no more than one will be eligible for an award. Individuals may serve as co-PI on only one active GRASP award at a time.

Criteria for Evaluation:

Award decisions will be based primarily on scientific merit, including significance, innovation, originality of approach, technical merit, and consistency with institutional interests and goals. The quality of co-PI collaboration, the PI leadership plan, justification of the budget, and potential for future funding will also be considered. Inclusion of preliminary data supporting the proposed study is recommended. In the absence of preliminary data, strong literature support for the planned study is required. The focus will be on funding high-impact, paradigm-shifting, innovative projects. Consequently, the application must clearly describe the potential impact of the project on the field and highlight its innovative elements. Applications are expected to appropriately address issues of [rigor and reproducibility](#) (see [Researcher's Alert](#) for more information). Proposals will be reviewed by a panel of investigators selected to include those with extramural funding and service on U.S. federal grant review panels. A subset of the panel with expertise in social, behavioral and qualitative research may review applications focused on such studies. To the extent that it can be maintained in the review process, applications will be kept confidential, but the abstracts will be published.

All Letters of Intent for GRASP-Intl applicants: All LOIs must include:

- [Letter of Intent form](#), including the consent of both co-PIs
- PI eligibility documentation for the International co-PI as outlined in section 1.a. of the [Procedures for Principal Investigator Eligibility](#)
- Contact information for the person who will be responsible for managing the project related finances for the international component (if awarded).

Eligibility format for previous GRASP recipients (one page for each previous GRASP award, to be submitted with the Letter of Intent form): If one or both of the applicants is a previous GRASP recipient, provide the following for each previous GRASP award.

- Published papers:
 - Provide full citations for one or more articles that were published or accepted subsequent to the previous GRASP award and that acknowledge GRASP funding support from LLU.
 - Provide a PDF of or hyperlink to the article(s).
- Extramural grant applications:
 - LLeRA number
 - Principal Investigator
 - Title
 - Sponsor name
 - Date of submission
 - Amount
 - Current status (i.e., funded, pending, scored, not discussed, etc.)

Application Format: Text must be 11 point or larger with six lines per inch (2.5 cm) and margins of at least one-half inch (1.3 cm). The sections identified below may not exceed their indicated page limits. Headers, footers, and appendices are not allowed. The following sections are expected:

Title Page (one page): Include the title of the project, names of both co-PIs, their contact information (including institutional e-mail, phone numbers, name of department or center), a list of all key personnel involved in the project, and total dollars requested.

Abstract & Key Words (up to 30 lines of text): The abstract should briefly state the significance and goals of the proposed study and summarize the work to be accomplished. The abstract should provide sufficient information to assign the application to appropriate reviewers. Four to six key words are required to identify the general area of research and the principal elements of the study.

Biographical Sketches (up to five pages per investigator): Provide biosketches of the co-Principal Investigators and other key personnel in the format required by the NIH (see the Biographical Sketch Format Page and Biographical Sketch Sample at <http://grants.nih.gov/grants/forms/biosketch.htm>).

Budget (template generated in LLeRA): Prepare a complete budget, in US dollar amounts, for up to 24 months of support. Identify amounts for each co-PI, expenditures for salaries, supplies, and miscellaneous costs. Salaries or wages for the co-PIs are not permitted, though they are each expected to commit a minimum of 10% effort to the project. GRASP-Intl awards may not be used for equipment costing \$5,000 or more, travel expenses, or indirect costs, unless explicit written permission is granted, in advance, by Loma Linda University Health Research Affairs. The total budget may not exceed \$75,000 with neither co-PI allocated more than \$45,000. Consult with a financial analyst in Research Affairs Financial Management (909-558-4589, RAFM@llu.edu). No carryover of funds will be permitted beyond 24 months from the date of award activation.

Budget Justification (one page): Indicate the purpose of supplies, support personnel and other costs.

Research Plan (nine to ten pages):

Provide information for the five subsections described below:

- A. Introduction to Revised Application** (one page, required only for revised applications): Summarize the substantial additions, deletions and changes to your application. In addition, concisely address each of the concerns raised by the previous reviewers.
- B. Specific Aims** (one page): "State concisely the goals of the proposed research and summarize the expected outcome(s), including the impact that the results of the proposed research will exert on the research field(s) involved. List succinctly the specific objectives of the research proposed."
(Text taken from US National Institutes of Health instructions)
- C. Leadership Plan** (one page): Both PIs must make major contributions to the project with each individual taking responsibility for approximately half of the study activities. Indicate the scope of work for each PI. State how the PIs will coordinate their activities, resolve problems, and allocate responsibilities for management and reporting.
- D. Background** (one page): Describe the background leading to the present application. State the significance and usefulness of the proposed research to unsolved problems in science, healthcare, public health, society, the environment, education, industry, agriculture, etc.

- E. Research Strategy** (limited to 6 pages): A total of six pages are allowed for the subsections of Significance, Innovation, and Approach. Suggested allocations of this space for those three subsections are noted below. (*Text taken from NIH instructions.*)
- 1. Significance** (suggested length, ½ page): “Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses. Explain how the proposed project will improve scientific knowledge, technical capacity, and/or clinical practice in one or more broad fields. Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.”
 - 2. Innovation** (suggested length, ½ page): “Explain how the application challenges and seeks to shift current research or clinical practice paradigms. Describe any novel theoretical concepts, approaches or methodologies, instrumentation or interventions to be developed or used, and any advantage over existing methodologies, instrumentation, or interventions. Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions.”
 - 3. Approach** (suggested length, 5 pages): “Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. . . Include how the data will be collected, analyzed, and interpreted as well as any resource sharing plans, as appropriate. Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the aims. If the project is in the early stages of development, describe any strategy to establish feasibility, and address the management of high risk aspects of the proposed work. Point out any procedures, situations, or materials that may be hazardous to personnel and precautions to be exercised.”
- F. References:** Include full citations for references that demonstrate the need for this research, establish feasibility for the hypotheses and procedures, and provide support for the approach.

Compliance: When the proposal involves laboratory animals, human subjects, human embryonic stem cells, ionizing radiation, hazardous agents, or other elements that require approval by an oversight committee, integrate descriptions of those features into the Research Strategy section. If the proposal is awarded, separate applications must be made to the appropriate Loma Linda University Health (LLUH) oversight committee before the work may begin: e.g., Institutional Animal Care and Use Committee (IACUC), Institutional Review Board (IRB), Stem Cell Research Oversight Committee (SCRO), Radiation Safety, Institutional Biosafety Committee (IBC), Export Control, etc.

Letters of Support: Letters of support from key personnel and consultants are encouraged.

Final Report: Within 60 days of the end of the project period, a final report is due. It should include accomplishments, significant results, manuscripts prepared for publication, and plans for extramural grant applications. Send final reports to rafm@llu.edu and researchaffairs@llu.edu.

Intent to Apply and Application Process: Intent to submit an application must be indicated by completing the [Letter of Intent form](#), *including the consent of both co-PIs*, and submitting it to Research Affairs via email (researchaffairs@llu.edu) or fax (909-558-0244) by 5 PM PST, August 14, 2017. Questions should be directed to Sherie Donahue (sdonahue@llu.edu) or Cindy Dickson (cdickson@llu.edu). An electronic record will be created into which the application will be loaded. Applications must be submitted electronically through the LLeRA Proposal

Development module by 5 PM PST, October 10, 2017. A printed, fully executed institutional [transmittal form](#), signed by the LLU co-PI, department head, and school dean, is required by the application deadline (October 10, 2017, 5 PM PST.)

Contacts:

General Information, Technical and Application Guidance: Sherie Donahue (sdonahue@llu.edu, 909-651-5098)

Budget and Financial Advice: RAFM (rafm@llu.edu, 909-558-4589)