

**NOTICE OF FUNDING OPPORTUNITY (NOFO)**  
**GRANTS FOR RESEARCH AND SCHOOL PARTNERSHIPS (GRASP-MC)**  
**FROM THE OFFICE OF THE VICE PRESIDENT FOR RESEARCH AFFAIRS**  
**2025**

**Purpose:** To Promote research collaborations between faculty in different schools. To encourage faculty to become more involved in research. To develop grant preparation skills and generate preliminary data for subsequent extramural proposals.

**Description:**

- Maximum award: \$75,000
- Term of award: 24 months
- Start date: January 2025
- Number of awards: up to 3

**New Applications:**

- Letters of Intent must be submitted no later than Monday, July 8, 2024
- Application due date Monday, August 12, 2024
- Application pre-review date Monday, August 19, 2024
- Anticipated date of award announcement December 2024

**I. Letters of Intent and Application Process:** Intent to submit a GRASP application must be indicated by completing the Letter of Intent form, including the signatures of both PIs, and submitting it to Research Affairs via email [rapreward@llu.edu](mailto:rapreward@llu.edu). Your LOI will be used to create your LLeRA record for uploading your application documents. Questions should be directed to the Pre-Award team <https://researchaffairs.llu.edu/pre-post-award/contacts>. For questions regarding International GRASP contact Wesley James ([wjames@llu.edu](mailto:wjames@llu.edu)).

**II. Eligibility (before applying determine your eligibility):**

- A. The project must be directed by two co-Principal Investigators. One co-PI must be and LLU faculty member. The second co-PI must be an employee of LLUMC who is non-MD healthcare provider or specialist with an advanced degree.
- B. One co-PI must have LLU faculty appointment that meets the institution's [PI Eligibility](#) policy. The second co-PI need not have an LLU faculty appointment but must receive formal permission to serve as a cop-PI through the [PI exception process](#). No more than two Principal Investigators may be named on an application.
- 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 LOI due date. There are no financial restrictions for the other co-PI. **The PI with access to the lesser amount of research funding must be named the contact PI.**
- D. Only studies conducted at facilities on the Loma Linda campus will be considered.
- E. At least one of the co-PIs must have published at least one peer-reviewed article during the past year (to be included in the biosketch). This publication may be authored by either member of the team.
- F. See III. Individuals who have received prior awards through a GRASP mechanism may reapply for GRASP support provided that *for each prior GRASP award: the PIs have submitted one or more applications for extramural funding on which they are listed as PI or co-investigator. The grant application must have occurred after receiving the prior GRASP award.* This requirement applies regardless of whether the proposed partnership is the same as previously or represents a new team.
- G. Teams that submitted unsuccessful GRASP applications may resubmit a revised application **by invitation only**. The revised application must include an "Introduction to the Revised Application," of up to one page that describes the changes made to the proposal.

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

**III. Eligibility for previous GRASP recipients:** (one page for each previous GRASP awardee, to be submitted with LOI form): If one or both of the applicants are a previous GRASP recipient, provide the following for each previous GRASP award.

- Information regarding extramural grant applications:
  - LLeRA number
  - Principal Investigator
  - Title
  - Sponsor name
  - Date of submission
  - Amount
  - Current status (i.e., funded, pending, scored, not discussed, etc.)

**IV. Application pre-review:**

To ensure a quality application has been submitted, an administrative/scientific merit review will be conducted by Research Affairs. Administrators will decide which application(s) should move forward for reviewer assignment and consideration for funding.

- A. Review will include a rigorous evaluation of the formatting and science to determine if NIH standards are met.
- B. Administrators will decide and communicate directly with PIs if edits will be allowed or if the application will be withdrawn.

**V. Criteria for Full Application Evaluation:**

Awards 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 inter-school 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](#). Proposals will be reviewed by a panel of investigators selected including those with extramural funding and service on 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 possible, that it can be maintained in the review process, applications will be kept confidential, but the abstracts of funded projects will be published.

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

**VII. Title Page** (one page): Include the title of the project, names of both principal investigators, their contact information (including institutional e-mail, phone numbers, WhatsApp Id, Skype Id, Zoom Id, name of department or center), a list of all key personnel, and total dollars requested.

**VIII. Abstract & Key Words** (up to 30 lines of text):

The project summary/abstract is a succinct and accurate description of the proposed work and should be able to stand on its own (separate from the application). This section should be informative to

other persons working in the same or related fields and understandable to a scientifically literate reader. Please be concise. State the application's broad, long-term objectives and specific aims, making reference to the health relatedness of the project. Describe the research design and methods for achieving the stated goals. Be sure that the project summary reflects the key focus of the proposed project. Four to six key words are required to identify the general area of research and the principal elements of the study.

- IX. Biographical Sketches** (up to five pages per investigator): Provide NIH style biosketches for the co-PIs and key personnel (Other Significant Contributors) in the format provided in link <http://grants.nih.gov/grants/forms/biosketch.htm>).
- X. Budget:** Design a complete budget for up to 24 months of support. Identify amounts for each co-PI, expenditures for salaries, supplies, and miscellaneous costs. GRASP awards may not be used for equipment costing \$5,000 or more, travel expenses, or indirect costs. The total budget may not exceed \$75,000 with neither co-PI allocated more than \$45,000. **Only non-faculty salaries and wages** are permitted; however, co-PIs are expected to commit a minimum of 10% effort to the project. All other Key-Personnel should be listed as "Other Significant Contributors," (OSC) no internal consultants or co-investigators should be listed on the application. OSCs are individuals who have committed to contribute to the scientific development or execution of the project, but are not committing any specified measurable effort (i.e., person months) to the project and will not receive a salary. LLU core facilities must be utilized – In the event that LLU does not have the resource on campus, contact your Pre Award team member to discuss an alternative. Consult with a Pre Award team member (ext. 55160).

**Budget Justification** (one page): Indicate the purpose of supplies, support personnel and other costs, include a breakdown of cost for each co-PI; thus, each co-PI should have allocated cost represented on the justification. State how the research funds are to be allocated. For example, a team may wish to divide up the funds into two accounts covering different types of expenses, with one PI responsible for each account, or they may wish to consolidate funds into one account with one PI serving as the point of contact for all financial matters.

- XI. Research Plan** (6 Pages): Provide information for the sections below:
- A. **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 NIH instructions)*
- B. **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 R21 instructions) <https://grants.nih.gov/grants/funding/r21.htm>*
- **Significance** (suggested length, ½ page): Does the project address an important problem or a critical barrier to progress in the field? Is the prior research that serves as the key support for the proposed project rigorous? If the aims of the project are achieved, how will scientific knowledge, technical capability, and/or clinical practice be improved? How will successful completion of the aims change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field?
  - **Innovation** (suggested length, ½ page): Does the application challenge and seek to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions? Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense? Is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions proposed?

- **Approach** (suggested length, 5 pages): Are the overall strategy, methodology, and analyses well-reasoned and appropriate to accomplish the specific aims of the project? Have the investigators included plans to address weaknesses in the rigor of prior research that serves as the key support for the proposed project? Have the investigators presented strategies to ensure a robust and unbiased approach, as appropriate for the work proposed? Are potential problems, alternative strategies, and benchmarks for success presented? If the project is in the early stages of development, will the strategy establish feasibility and will particularly risky aspects be managed? Have the investigators presented adequate plans to address relevant biological variables, such as sex, for studies in vertebrate animals or human subjects?

If the project involves human subjects and/or NIH-defined clinical research, are the plans to address 1) the protection of human subjects from research risks, and 2) inclusion (or exclusion) of individuals on the basis of sex/gender, race, and ethnicity, as well as the inclusion or exclusion of individuals of all ages (including children and older adults), justified in terms of the scientific goals and research strategy proposed?

- C. **Leadership Plan** (one page): Both PIs must make major contributions to the project. Indicate the individual research assignments of the PIs. State how the PIs will coordinate their activities, resolve problems, and allocate responsibilities for management and reporting.
- D. **Future Directions** (one page): Briefly describe the future directions to be taken with this project, assuming that this initial phase is successful. For example, describe grants or industry funding to be applied for and how the preliminary data obtained in this first phase will enhance those applications. Also, if this pilot data will allow design of a larger study, describe briefly the anticipated study design for this larger study.

**XII. References:** Include references that demonstrate the need for this research, establish feasibility for hypotheses and procedures, and provide support for the approach. Include titles and authors.

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

**XIV. Compliance:** When the proposal involves human embryonic stem cells, ionizing radiation, laboratory animals, human subjects, or other elements that requires approval by an oversight committee, integrate the descriptions into the Research Strategy section. If the proposal is awarded, separate applications must be made to the appropriate oversight committee before the work can begin, e.g., Institutional Animal Care and Use Committee (IACUC), Institutional Review Board (IRB), Institutional Biosafety Committee (IBC), Stem Cell Research Oversight Committee (SCRO).

**XV. Final Report:** Extensions of the project period will follow NIH guidance. 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. **Contact Post Award for information, ext. 44589.**

**XVI. Resubmission Applications:** By invitation only

- **All resubmission applications must include: 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.

**Contacts:**

General Information, Technical, and Application Guidance: <https://researchaffairs.llu.edu/pre-post-award/pre-award/grants-for-research-and-school-partnerships-grasp>

Pre Award: [rapreaward@llu.edu](mailto:rapreaward@llu.edu)

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