



WICHITA MEDICAL RESEARCH AND EDUCATION FOUNDATION

2017 REQUEST FOR PROPOSALS

Opportunities for Collaborative Investigator Initiated Research

WMREF IS PLEASED TO ANNOUNCE A COLLABORATIVE INVESTIGATOR INITIATED RESEARCH (CIIR) FUNDING OPPORTUNITY FOR UP TO TWO \$15,000 ONE-YEAR RESEARCH GRANTS.

Wichita Medical Research and Education Foundation (WMREF) was established in 1949 as a not-for-profit corporation to actively encourage research through funding and design opportunities, for projects that may advance knowledge in the diagnosis, treatment and cure of illness. The mission of WMREF is to promote research, education and community efforts designed to improve the health of Kansans.

This research-funding program is supported by various funds residing at WMREF.

PURPOSE:

The purpose of this funding program is to provide investigators with *short-term funding* (seed money) leading to successful application to larger and new funding sources. The areas of research interest are in social/behavioral, biological, genetic, or environmental determinants of disease and/or health, either physical or mental, across the life span. Quality improvement/Quality evaluation projects will not be considered.

Future plans for the use of the successful research should be explained in detail for consideration by the Review Committee. Examples would include application to selected national funding sources such as NCI and NIH, applications to local sources (not WMREF) or meaningful use in clinical settings. Key to funding considerations will be an adequate explanation of future uses of successful research.

A special feature of this announcement is the requirement for documented novel collaborative partnerships. These novel collaborative partnerships should include at least one institution of higher learning, such as Wichita State University (WSU) and/or the University of Kansas School of Medicine-Wichita (KUSM-W) but might also include other community partners or government agencies in this funded research opportunity. *This program is designed to encourage researchers to develop strong working partnerships to foster a cooperative research environment in Wichita.* The

primary co-investigator must have an active working relationship with the principal investigator, with both actively participating in the project.

ELIGIBILITY:

All institutes of higher learning faculty members (paid and volunteer) and community partners able to submit a joint application are eligible to apply.

BUDGET and DURATION:

It is the intent to award up to two \$15,000 awards as noted below, however the quality of the science will determine the final selections.

One research project will be funded up to \$15,000 for direct research and personnel costs for 12 months, with preference to basic or translational research, contingent upon the quality of applications.

One research project will be funded up to \$15,000 for direct research and personnel costs for 12 months, with preference to health of the community research, contingent upon the quality of applications

The funded projects are non-renewable and are expected to be completed in one year. Any exception to the 12-month length must be explained in the application or in an extension of budget or research plan. Allowable costs: personnel stipend(s), laboratory or research supplies, and a maximum of 10% of the budget may be allotted for travel and registration at meetings or workshops, or publication costs.

Equipment purchases (including computers) are not allowed. Indirect costs will not be paid.

FUNDING DISBURSEMENT:

One-half of the funding (\$7500) will be disbursed once the following have been provided, contract signature by the successful applicant(s) and proof of IACUC and/or IRB approvals, if necessary. The application must indicate which Institution should receive the award notification. Only one Institution can receive and manage the award.

The next funding (\$5500) will follow an approved progress report of the research and at least 75% of first half funding has been expended. The Progress Report must include an updated budget in order to receive the next payment. The final \$2000 will be paid after the completion of the project and proof of application for publication/presentation has been provided.

KEY DATES:

Release of announcement	June 30, 2017
Letter of intent (LOI) Due	August 18, 2017

Notification of successful LOI	August 25, 2017
Application receipt	September 29, 2017
Awards announced	October 25, 2017

LETTER OF INTENT: A non-binding *one-page letter of intent is required* and must include:

- name and contact information for the principal investigators, including email addresses
- descriptive title
- five keywords
- Brief public non-scientific abstract (may be an additional 1 page) with a clear statement of the relationship of the project to any single or any combination of the stipulated research areas.

Send the letter of intent electronically via e-mail to Teresa L. Carter, CPA at ciir@wmref-ks.org by 5:00 p.m. on August 18, 2017. An email of receipt notification will be sent upon receipt by WMREF.

APPLICATION INFORMATION and PROCESS:

Certain pages of the PHS 398 form are the basis for this application. The forms can be accessed at: <http://grants.nih.gov/grants/funding/phs398/phs398.html>.

From the PHS 398 use the following:

Form page 1, face page, complete except for items 2, 3d, 3h, 8 thru 13.

Form page 2, description.

Form page 4, direct cost for the initial budget period. Use one continuation page to provide the justification for the budget request.

Biographical sketch format page—provide for principal investigators and key collaborators (limit to 2 pages per investigator or key collaborator).

Resources format page.

Continuation page---use this page to present the following:

Research Plan: (limit 6 pages, not including the specific aims)

- a. specific aims
- b. background and significance
- c. preliminary studies
- d. research design and methods
- e. public nonscientific abstract (limit 500 words)
- f. explanation of future uses of successful research (see page 1 of this RFP, 2nd paragraph under PURPOSE)

Additions *must* include, if applicable (but do not count against 12 page limit):

- g. literature cited
- h. letters of collaboration or support (restricted to two letters)
- i. figures, diagrams, tables (restricted to two pages)

- j. other appendices

Other optional inclusions:

- k. plans for future research – one page
- l. publication and presentation plans (submission to the KUSM-W Research Forum and WSU research meetings are strongly encouraged)

Typeface, margin settings and font size will be set according to the NIH PHS 398 form requirements.

It is the expectation of the WMREF that this research will result in presentations/publications in peer-reviewed forums/journals. WMREF acknowledgement must be included in presentations/publications.

HOW TO SUBMIT:

Send the application in one electronic file in .pdf format, via e-mail to Teresa L. Carter, CPA, at ciir@wmref-ks.org. A completed WMREF Request for Proposal signature page must be included in or with the electronic file (may be a separate .pdf file).

The electronic file of the application and WMREF Request for Funding Signature Page must be received by 5:00 p.m. on September 29, 2017. Applications received after the deadline, no matter the reason, will not be accepted or reviewed. It is the principal investigators' responsibility to ensure the application is received before the deadline.

REVIEW PROCESS AND CRITERIA:

The applications will be reviewed by select members of the WMREF Scientific Review Committee, select members from the WMREF Program Development Committee and other external reviewers as deemed appropriate by the chair of the CIIR grant review committee.

The review criteria employed will be based on those published by the National Institutes of Health listed at http://grants.nih.gov/grants/peer_review_process.htm

REPORTING REQUIREMENTS:

An interim progress report and financial report are required no later than six months after the start of the award. Final progress and financial reports are due within 60 days of the end date of the award. Information on format will be provided to the awardees.

INQUIRIES:

Direct questions to: ciir@wmref-ks.org