



WICHITA MEDICAL RESEARCH AND EDUCATION FOUNDATION

2020 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 TWO 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. Wichita Medical Research and Education Foundation strives to improve the health and quality of life for all Kansans by supporting emerging healthcare challenges.

This research-funding program is supported by various endowed 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 within the Wichita community. 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. *This program is designed to encourage researchers to develop **new strong working***

partnerships to foster a cooperative research environment in Wichita. The primary co-investigators must have a *new* active working relationship with the other principal investigator, with both actively participating in the project. *Explanation of the relationship and the division of work should be included.*

ELIGIBILITY:

All institutes of higher learning faculty members (paid and volunteer) and community partners able to submit a joint application are eligible to apply. Current CIIR grantees are not eligible for concurrent funding.

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 up to 24 *months*, with preference to translational research, contingent upon the quality of applications. Applicants are encouraged to use students or graduate assistants on their research teams.

One *research project* will be funded up to \$15,000 for *direct research and personnel costs* for up to 24 *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 to two years. Any exception to the 24-month length must be explained in the application or in an approved no-cost extension of the 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 in an effort to encourage presentations of the finished work product 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 applicants and proof of IACUC and/or IRB approvals, if necessary. The application must indicate which Institution should receive the financial award notification. Only one Institution can receive and manage the award.

A six-month progress report will be required regardless of expenditures. The next funding allocation (\$5500) will follow the receipt of an approved progress report of the research and at least 75% (\$5625) of *first allocation has been expended*. The Progress Report must include an updated budget in order to receive the next payment. A six-month interim report is required even if 75% of funds have not be

expended. 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	July 1, 2020
Letter of intent (LOI) Due	July 13, 2020
Notification of successful LOI	July 31, 2020
Application receipt	September 18, 2020
Awards announced	September 30, 2020

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 one page public non-scientific abstract with a clear statement of the relationship of the project to any single or any combination of the stipulated research areas
- description of the division of work between the two principal investigators.

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 July 13, 2020. An email of notice of receipt 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 11.

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 does not count against 6-page limit):

- g. literature cited
- h. letters of collaboration (*restricted to two letters, one page each*)
- 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 cjir@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 18, 2020. 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 submitted and 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