

**Notice of Availability of Funds for Pilot Projects to Support Submission of a 2nd NIH R01**

**Overview**

The Saban Research Institute's goal is to improve the health and wellness of children through a combination of basic, clinical and translational research. In support of this goal, The Saban Research Institute (TSRI) has established a **2nd NIH R01 Pilot Grant Program**, open to all USC faculty with CHLA appointment with a rank of Associate or Assistant Professor from a variety of disciplines, whose appointments allow them to submit extramural proposals.

**Funding Goals**

This pilot grant program has been established to provide support to faculty members with one NIH R01 grant to facilitate awardees who wish to submit a second NIH R01. Specifically, the program is designed to provide supplemental funds to support investigators in securing pilot data to submit a second, new NIH R01 grant (not a competitive renewal). The intent of the award is that the TSRI funding will lead to future applications.

**Eligibility**

This application is open to USC faculty with CHLA appointment with a rank of Associate or Assistant Professor (by the date that funding begins).

Applicants must have one active NIH R01 grant at the time of submission.

**Budget and Project Period**

Pilot grants will be funded up to **\$50,000 each year for up to two (2) years**, with the second year of support awarded upon demonstration of sufficient progress and justification. The award period will have an approximate start date of July 1, 2019.

Applications must include the budget for Year 1 and should include requests for research funds only (trainees and support personnel) supplies, and appropriate miscellaneous expenses). **Awards will support direct costs only; overhead charges (indirect costs) and tuition reimbursement costs are not allowed. Support for Faculty salary is not allowed.** Only small equipment purchases that are directly required for the research are appropriate (i.e., < \$5,000 per unit).

TSRI will fund applications based on budget availability and quality of applications. Funding in response to this RFA is dependent upon the receipt of a sufficient number of applications of high scientific merit.

## Key Dates

**Fund Announcement Date:** January 2019

**Letter of Intent Due Date:** February 15, 2019, by 5:00 PM, PST

**Application Due Date:** March 15, 2019, by 5:00 PM, PST.

Applications that do not fully comply with application requirements will not be considered. Applications not submitted by the due date and time will not be considered. Applicants are strongly encouraged to apply early to allow adequate time to make any corrections to errors found in the application during the submission process by the due date.

Application Review Period: April - May, 2019

Award Announcement Date: May 31, 2019

**Funding Start Date:** July 1, 2019

**Scientific Merit Review:** May 2020. Scientific Merit Review refers to review of the year one progress report to determine year two funding.

**Funding Expiration Date:** June 30, 2021. Carry over and no-cost extensions will not be granted under any circumstances.

Priority for funding will be given to proposals that have the potential to result in funding of a 2nd NIH R01.

## Required Application Instructions

### FORMATTING REQUIREMENTS FOR ALL SECTIONS

Conformance to all requirements is required and strictly enforced. Applicants and Mentors must read and follow all application instructions in the **“Required Application Instructions” section**. Applications that do not comply with these instructions may be delayed or not accepted for review.

Applications should be generated using word processing software and then converted to PDF using PDF generating software for submission. Avoid scanning text attachments to convert to PDF since that causes problems for the administrators handling the application.

#### Font

Prepare the application using Arial typeface in black font color. After text is converted to PDF, font size in each final PDF document must be at least 11 points (or larger). (A Symbol font may be used to insert Greek letters or special characters; the font size requirement still applies.)

#### Paper Size and Page Margins

Final PDF documents should be formatted to be no larger than *standard paper size (8 1/2 x 11”)*. The final PDF document should have at least one-half (0.5) inch margins (top, bottom, left, and right) for all pages. Aside from page numbers, no information should appear in the margins.

#### Figures, Graphs, Diagrams, Charts, Tables, Figure Legends, and Footnotes

You may use a smaller type size but it must be in a black font color, readily legible, and follow the font typeface requirement. Color can be used in figures; however, all text must be in a black font color, clear and legible.

#### Grantsmanship

Use English and avoid jargon.

If terms are not universally known, spell out the term the first time it is used and note the appropriate abbreviation in parentheses. The abbreviation may be used thereafter.

#### Page Limits

Page limits referenced in these instructions must be followed. Administrative validations will include checks for page limits. Applications found not to comply with the requirements will lead to rejection of the application during administrative validation.

Unless otherwise specified, Internet Web site addresses (URLs) may not be used to provide information necessary to the review because reviewers are under no obligation to view the Internet sites. Moreover, reviewers are cautioned that they should not directly access an Internet site as it could compromise their anonymity.

Applicants are prohibited from using other application sections to circumvent page limitations in any section of the application for which a page limit applies.

## Required Application Instructions

**Letter of Intent:** Applicants should submit a Letter of Intent (LOI) by the due date. Refer to the announcement for the LOI form with details and instructions, or email [tsrifunding@chla.usc.edu](mailto:tsrifunding@chla.usc.edu) if you need this form. LOIs are used for review planning and applicant communications; LOIs are not competitive.

### Format of Proposals

Applications should include a 1) cover page (template provided in announcement email), 2) abstract (no more than 30 lines of text), 3) Specific Aims page (maximum 1 page), 4) research plan (maximum 5 pages) that includes background, preliminary data, experimental plan and 5) statement regarding plans for extramural grant submission, 6) Year 1 budget (use NIH detailed budget form), 7) budget justification, and 8) biosketches for all study investigators on the current NIH form.

Should you be submitting a revised application, please include in your resubmission a one-page Introduction addressing previous reviewer concerns, point by point, as for an NIH resubmission.

The research plan should be no more than five pages in length, and address each of the following areas: 1) Significance, 2) Innovation, 3) Approach, 4) Plan to submit extramural applications. Preliminary Results (if available) should also be included, keeping within the page limit. References, as well as information for human subjects or vertebrate animals should be included as necessary, following NIH format and instructions. These are not subject to the five-page limit.

### Submission:

*The applicant must submit his/her application as one (1) electronic PDF to:*  
[tsrifunding@chla.usc.edu](mailto:tsrifunding@chla.usc.edu)

The deadline for submission of the application is March 15, 2019 by 5:00 p.m. PST. Applicants are strongly encouraged to apply early to allow adequate time to make any corrections to errors found in the application during the submission process by the due date. Incomplete applications submitted after the deadline shall not be considered for review.

### Review:

This award is granted following a highly competitive application and review selection process. Accepted applications will be reviewed by the TSRI Intramural Funding Study Section following the NIH review criteria. Funding recommendations are made by the TSRI Intramural Funding Study Section. Final decisions will be made by the Chief Scientific Officer based on reviewers' comments and programmatic alignment.

Awards will be based on 1) the intrinsic intellectual merit, scope and potential impact on the field; 2) feasibility of the project and reasonability of the budget; and 3) probability that the pilot grant will lead to external funding.

### Requirements if funded:

Award recipients must provide a 500-word lay abstract at the time of funding. Recipients will be expected to prepare a progress report 45 days after completion of funding, including a 500-word lay abstract of results and findings. Recipients will make a public presentation on the results at the end of the project period at the TSRI Annual Poster Session and may be invited to present at the TSRI Research Seminar Series. The PI must be willing to serve as a mentor of a junior scientist through TSRI programs at least once during the 2-year award period, including the summer following completion of the award. Mentorship includes, but not limited to: the Samuels Family Latino and African American High School Internship Program (LA-HIP), Short-Term Education Program for Underrepresented Persons (STEP UP), and Saban Scholars (mentorship for USC Keck medical students). This may occur at the discretion of the Chief Scientific Officer. Failure to meet award requirements may prohibit the awardee's division or research program from participating in future intramural applications.

Award recipients maintain a current certificate of completion of Requirement for Instruction in the Responsible Conduct of Research, per the National Institutes of Health (NIH), see NOT-OD-10-019 (<https://grants.nih.gov/grants/guide/notice-files/NOT-OD-10-019.html>).