



Developmental Award Application Information



Application Deadline: **Midnight on Monday, December 17, 2018**

Funding Period: **March 1, 2019 to February 28, 2020**

1. Purpose of Developmental Award: To provide funding for developmental projects from junior faculty and scientists that foster HIV/AIDS research at Case Western Reserve University and affiliated institutions, including University Hospitals Cleveland Medical Center, the Cleveland Clinic Foundation, Veterans Administration, and MetroHealth Medical Center. To enhance interactions between basic and clinical scientists, in addition to provide support for innovative technological developments that are related to HIV/AIDS research. The awards are intended to stimulate new research activities and may not be used to supplement an ongoing NIH-funded project. The funds may not be used for faculty salary support or capital equipment purchases.

2. Eligibility: *All full time junior faculty (i.e. Instructors, Senior Instructors, and Assistant Professors) and senior research trainees (Research Scientist, Senior Research Associates) at CWRU and the affiliated academic institutions/hospitals are eligible to apply.* There are no citizenship requirements, and applications from minorities are encouraged. Applicants must be members of the CWRU/UH CFAR.

3. Application Review Criteria: The rating criteria include:

1. The significance, innovation, and scientific merit of the proposal
2. Value added by bridging the areas of strength with new alliances
3. The application must fall into the scope of the priority areas for the CWRU/UH CFAR
4. The likelihood that the developmental funding will lead to independent grant support

4. Terms of award: Awards are limited to one year. **Awards will not exceed \$50,000** and will not provide secretarial support or salary support for the principal investigator.

IRB/Ethics, International Requirements

The study must be submitted for IRB approval before applying for the developmental award. Successful applicants must obtain IRB and ethics approval for any study that involves human subjects. Applicants using foreign study populations must apply for local IRB/ethics approval within six weeks of receiving a notice of award (see attached CFAR guide for clinical research studies). NIH clearance will take a minimum of 2-3 months for national studies, as much as 1 year or more for international studies. Foreign sites must have Federalwide Assurance of compliance (see attached CFAR guide for international studies). IRB/Ethics approval must be obtained and provided to the CFAR office prior to the activation of funding.

IACUC Requirements

Approvals from IACUC and the NIH Office of Laboratory Animal Welfare must be obtained and provided to the CFAR office prior to the activation of funding.

Reporting Requirements

Investigators receiving CFAR funding will be required to prepare a progress report after 6 months, as well as a summary of accomplishments and future directions of the research funded by the award at the end of the funding period.

5. Application Deadline, Funding Period:

Applications must be received by:

Midnight on Monday, December 17, 2018

Funding Period:

March 1, 2019 to February 28, 2020

6. Application Instructions: Applications are to be submitted via email to jcm215@case.edu by midnight on Monday, December 17, 2018.

A Zip file containing all necessary forms is included with this email.

Budget

Please use the PDF provided for your budget. Be sure to include a budget justification appendix with your support documents.

Sample Budget

LABORATORY SUPPORT

Post-doctoral Research Associate (to be named, 40% effort) \$18000

SUPPLIES & EQUIPMENT

Reagents and tissue culture supplies 3500

Animal maintenance 2500

CFAR CORE FACILITIES

Immune Function Core 3500

Molecular Virology and Gene Expression Core 2000

Biosafety Core 500

TOTAL BUDGET \$30000

Note: Do not include secretarial support or salary support for the principal investigator.

Research Proposal and Related Documents

- **Summary of Proposed Project:** In two pages or less, provide a description of the proposed research project. The name of the applicant should appear at the top of each page.
- **Appendices:** Only the literature cited, tables, figures, and a budget justification may be included as appendices. Combine multiple appendices into one file.
- **Biosketch:** Please submit an NIH biosketch. A template and instructions may be found [here](#). The maximum file size is 10MB.
- **IRB/IACUC Approvals:** Provide approvals.
- **Human Subjects Research:** The proposal must include information on the protection of human subjects, the inclusion of women, minorities and children, and a data and safety monitoring plan. IRB approval must be obtained prior to the PI starting the study. Click [here](#) to access the CWRU IRB office.
- **Vertebrate Animals Research:** The vertebrate animals section should address experimental design, justification, veterinary care, procedures and euthanasia. Click [here](#) to access the CWRU IACUC office.

Submission Checklist

Before submission, verify that you have completed the following:

1. Application face sheet
2. Budget section with budget justification included in the appendices
3. Summary of Proposed Project (no more than 2 pages)
4. Appendices
5. Biosketch
6. IRB/IACUC approvals/current status
7. Converted all files to PDF format and combined into one PDF document

All application files must be combined into **one PDF document not to exceed 25MB in size**, in the following order:

- a) Application Face Sheet
- b) Budget Page
- c) Summary of Proposed Developmental Project (two page limit)
- d) Appendices including Budget justification, evidence of Human Subjects Research approval/submission, and evidence of Vertebrate Animals Research approval/submission, if applicable.
- e) NIH 5 page Biosketch form
- f) Research Scientists and Senior Research Associates must include a letter from their faculty preceptor confirming that they will be provided resources and space to pursue their project.

Applications must be emailed to “jcm215@case.edu” and received by Midnight on Monday, December 17, 2018

Questions, please contact:

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