

CCHMC Gap Funding Guidelines

February, 2018

CCHMC has established the Gap funding program to provide one year of support to maintain or establish R-level research programs at the NIH (or equivalent).

Eligibility for Gap funding:

A first round (A0), or second round (A1), new or renewal application that was scored (not triaged) but where the score is not good enough for funding. Only one application permitted per submission deadline. If you are still within the start-up period after your recruitment to CCHMC, you are not eligible. If you are a current recipient of Gap funding, you may not apply during the budget period. We will not consider unsuccessful A2 applications for Gap Funding.

Application documents:

1. **NIH Proposal.** State explicitly whether this is the original submission or a version that has been revised for resubmission. Include the budget.
2. **Summary Statement** from the NIH Study Section.
3. **Resubmission Strategy.** In one page or less, state your strategy for resubmission – why is the revised proposal now a better candidate for funding? Include the deadline for submission of the revised application.
4. **NIH Biosketch** for the PI and key personnel.
5. **Other Support** page.
6. **Budget and Budget Justification** for Gap funding. The Gap funding budget maximum is \$75,000 in one year.
7. **Letter from the Division Director** indicating whether any divisional funds are available to support the program.

Submit application to Mary.Kinsella@cchmc.org by email as a single pdf document 636-8854 for questions.

Application deadlines will be three times a year on the First Monday of March, July, and November by 5pm. Principle investigators should anticipate a response within 5-6 weeks. Gap funding is not renewable.

Review process and criteria

Proposals are reviewed by internal reviewers who are members of an NIH style study section. Reviewers are instructed to use NIH scoring criteria. Applications are ranked according to average score and then funded from the best score downwards. The program committee has the option to request that part or all of a budget recommended for funding is sourced divisionally. If you obtain CCHMC Gap funding but your application is subsequently funded from an external source, we will require that any duplicative funding is returned.