

Cincinnati Children's Hospital Medical Center
2018 Diversity and Health Disparities Research Awards
Grant Application Instructions

DEADLINES

Letter of Intent: Midnight on Monday, November 6, 2017

Full Applications: Midnight on Monday, January 8, 2018

Funding Notification: May 1, 2018

Funds Available: July 1, 2018

For questions regarding the application process and/or the goals and objectives of the grant mechanism please contact:

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1. Background and Purpose

The Diversity and Health Disparities Research Awards provide research funds for highly skilled junior faculty members from all CCHMC Departments who are underrepresented minorities and/or have a strong commitment to health disparities research. The maximum budget is \$75,000 in direct costs per year for two years (indirect costs are not provided). The long-term objective of this funding opportunity is to promote the career development of underrepresented faculty and to enhance the health disparities research effort at CCHMC. One grant will be awarded each year. These Awards are a component of the Office for Faculty Development's Diversity Strategic Plan. They will be reviewed by a Diversity and Health Disparities Research Award review committee.

The goals of the Diversity and Health Disparities Research Awards are:

- A. To improve the diversity of the research workforce, by supporting faculty from underrepresented racial and ethnic groups; individuals with disabilities; and individuals from socially, culturally, economically or educationally disadvantaged backgrounds that may have inhibited their ability to successfully pursue a career in health-related research.* This is expected to result in:
- Improved capacity to address and eliminate health disparities
 - Recruitment of talented researchers from diverse backgrounds
 - Improvement in the quality of the training environment
 - A greater range of ideas to address research questions
 - A more diverse perspective in determining research priorities
 - Improved capacity to recruit subjects from diverse backgrounds into clinical research protocols
- B. To encourage research on the causes and solutions to health disparities, whether those disparities are according to racial/ethnic group, sexual orientation, disability, socioeconomic status, geographic location, or other factors. Studies may utilize basic, translational, clinical, or outcomes research methods. This research is expected to result in:
- Identification of mechanisms and risk factors for disparate health outcomes
 - Translation and dissemination of scientific information to improve clinical practice, to enhance the evidence base for health care decisions, and to improve the health behaviors of health disparity, underrepresented and/or underserved populations

- Evidence that may be used for public policy decisions to decrease health disparities
- Improvement in the visibility of health disparities research at CCHMC

Funding may be used for basic, translational, clinical, informatics, or outcomes research. Funding of both laboratory and patient-based research projects will be considered. The anticipated outcomes of the Award are the successful transition to an NIH R01 award; R01-equivalent award from foundations, governmental agencies, or industry; and publications in peer-reviewed journals. It is also anticipated that this grant mechanism will increase a candidate's eligibility for federal funding such as grant mechanisms focused on health disparities research and research supplements to promote diversity in health-related research.

2. Candidates

Applications should be submitted by MD or PhD (or equivalent degree) faculty who have a faculty appointment at CCHMC. Applications from junior faculty (Instructors, Assistant Professors) will be prioritized for funding.

Successful candidates will:

- Come from an underrepresented minority group and/or have a strong commitment to pursuing research in health disparities or the health of underserved communities; junior faculty from underrepresented minority groups will be prioritized
- Have a record of accomplishment in research
- Demonstrate a strong mentorship plan and a clearly stated path to independent research (if a junior faculty member)
- Have a well-developed, feasible, significant, and innovative research plan

3. Complementary Award Mechanisms

There are several CCHMC internal grant award mechanisms (<http://centerlink.cchmc.org/content1/104925/>); however, applicants generally may only apply for one internal award each year. Applicants should confer with the leaders of each mechanism if the appropriate award for the applicant's project is not clear.

4. Process

The initial application for diversity and health disparities research awards will consist of a letter of intent (LOI). Established health disparities researchers will screen all LOIs for eligibility and to examine if the proposed project supports the goals of the Diversity and Health Disparities Research Award. Investigators whose LOIs are selected will be invited to submit full applications.

5. Letter of Intent

Diversity and Health Disparities Research Award LOIs must be received by **12:00 Midnight on Monday, November 6, 2017.**

The LOI consists of the following:

- I. Application face page (*first page of the application forms, attached*)
- II. Research Plan (limit of 2 pages)
 - a. Specific aims and hypotheses
 - b. Brief overview of the research design and methods
 - c. Description of innovation and future funding opportunities to be pursued
 - d. Up to 3 key co-investigators/mentors and their departmental/divisional affiliations
- III. Biosketch(es) for the PI and up to three key co-investigators/mentors (use PHS 398 forms – available at – <http://grants.nih.gov/grants/forms/biosketch.htm> - and do not exceed 5 pages per biosketch)
- IV. Letter of support from research mentor (Instructors and Assistant Professors only)

LOIs that do not include each of these components will not be considered.

All LOIs must be uploaded to CCAPS *in one pdf document* with the subject line “2018 DHD LOI_Applicant’s Last Name_Date Submitted” (e.g. 2018 DHD LOI_Smith_11_06_17).

Applicants whose LOIs are selected for a full research proposal will be notified no later than November 30, 2017.

6. Full Application

Diversity and Health Disparities Research Award applications must be received by **12:00 Midnight on Monday, January 8, 2018**. Application forms will be available on CCAPS for those whose LOIs are accepted.

The applications must contain the following, in order:

1. Face page
2. Abstract
3. Key Co-Investigators
4. Table of contents
5. Detailed Budget (use PHS 398 forms provided). The maximum budget for years 1 and 2 is \$75,000 in direct costs per year (indirect costs are not provided), and renewal for year 2 is dependent upon the timely submission of progress made in year 1. Separate budget pages must be completed for each fiscal year. Fringe benefits may be included in Direct Costs. Funds cannot carry over, and salary support must adhere to the NIH salary cap of \$185,100. Salary support is allowed for anyone working on the project other than the PI. PI salary support is not permitted. Funds can be requested for travel to a single domestic scientific meeting. Budget start date will be July 1, 2017.
6. Budget Justification (limit 3 pages)
7. Biosketch(es): (limit 5 pages each) include PI and Co-Investigators; include Biosketch for Mentor if applicant is a junior faculty member (Instructor or Assistant Professor).

8. Other Support (PHS 398 form): include key Co-I's listed in the application. If any overlap exists between this application and any other currently funded or pending projects, clearly indicate why Diversity funds are being requested. Duplication of funds is not permitted.
9. Career Development (limit 1 page)
 - a. Brief synopsis of your career and long-term goals
 - b. Brief description of how the proposal supports your career development
 - c. Impact of the Diversity and Health Disparities Award on your research program and career development
 - d. If a junior faculty member, description of the role your mentor will play in the grant and your career development
10. Response to Previous Review, if applicable (limit 1 page)
11. Research Plan (limit 5 pages for Specific Aims and Research Strategy)
 - a. Specific Aims (½-1 page): *Remember this is a 1-2 year project.* State concisely the goals of the proposed research and summarize the expected outcomes(s), including the impact of the results of the proposed research on the research field(s) involved, and how the proposal addresses the goals of the Diversity and Health Disparities grant mechanism.
 - b. Research Strategy (4-4½ pages). Organize the Research Strategy into the 5 sections below.
 - 1) *Significance*: Explain how the proposal will address an important problem or a critical challenge in the field. Also indicate how this proposal will generate significant preliminary data needed for an NIH grant application.
 - 2) *Innovation*: Explain how the proposal challenges existing paradigms or clinical practice, or addresses an innovative hypothesis or critical challenge in the field.
 - 3) *Preliminary Studies*: if applicable
 - 4) *Approach*: Describe the overall strategy, methodology, and analyses used to accomplish the specific aims of the project. Include a rationale for experimental design and discuss any potential problems and solutions.
 - 5) *Project Timeline and Specific Expected Deliverables*: manuscripts, future grant applications, etc.
12. Human Subjects (if applicable). Include all sections required for a NIH application. See PHS 398 instructions.
13. Vertebrate Animals (if applicable). Include the narrative required for a NIH application – See PHS 398 instructions.
14. Literature Cited
15. Consortium/Contractual Arrangements (if applicable)
16. Letter of support from division chief or scientific mentor, addressing the following:
 - Alignment of the applicant's research plan with existing research programs
 - Plan for scientific mentoring and support of the applicant
 - Description of available resources relevant to the application
17. Letters of support from collaborators or consultants if applicable
18. Supplementary data will NOT be accepted

2nd Year of Funding Process

A maximum of \$75,000 per annum for two years can be requested initially. Carry-over of funds is not available. The total funding of Diversity Grant awardees will be reviewed by the grant chair annually for funding overlap with other sources of support. If the faculty

member receives funding from another source to conduct the same work, the grantee will not be eligible for a second year of funding.

Full proposals should be uploaded to CCAPS *in one pdf document* with the subject line “2018 DHD Application_Applicant’s Last Name_Date Submitted” (e.g. 2018 DHD Application_Smith_01_08_2018).

Grants not submitted in the required format will be returned to the grantee and must be resubmitted by the deadline of **January 8, 2018** to be reviewed. Only one application will be accepted from a faculty member each cycle. One revision can be submitted to be reviewed in a future grant cycle.

7. Proposal Evaluation Criteria

The main criteria for the review of the application are:

- Scientific merit of the application. This will be assessed using the same criteria as used by NIH reviewers.
- Whether the proposed work is likely to position the applicant for a highly competitive R01 or R01-equivalent application.
- Whether the proposed work will achieve the goals of the Diversity and Health Disparities Research Awards as described above (i.e. improve the diversity of the research workforce and/or encourage research on the causes and solutions to health disparities).

**The following racial and ethnic groups have been shown to be underrepresented in biomedical research on a national basis by the National Science Foundation (see the most recent report on [Women, Minorities, and Persons with Disabilities in Science and Engineering](#)): African Americans, Hispanic Americans, Native Americans/Alaska Natives who maintain tribal affiliation or community attachment, Hawaiian Natives and natives of the U.S. Pacific Islands. Individuals with disabilities are defined as those with a physical or mental impairment that substantially limits one or more major life activities.*