

Center for the Advancement of Women's Health Grant Program

One of the primary missions of the CAWH is the development of clinical investigators committed to the enhancement of women's health. In support of this, every year the CAWH awards up to two (2) research awards up to the amount of \$25,000 each. The grants are **not** renewable. The awards are intended to provide funding for developmental and pilot projects that will provide data to support applications for external funding. Applications are typically due in April each year and awards are announced in June, with funding to begin in July to correspond with the beginning of the Center's fiscal year. The priorities for funding and the details regarding preparation of applications are detailed below.

REQUIREMENTS FOR APPLICANTS:

- Applicants should hold a **faculty level** appointment at the University of Kentucky;
- Applicants must have **written approval** from their immediate supervisor and Department Head to apply for funding and guaranteeing protected time sufficient to complete the project.

PRIORITIES FOR FUNDING: The main objective for these funds is to enhance opportunities for quality clinical research development in the areas of women's health for **new** clinical investigators. Specifically, priority will be given to:

- Investigators **without** prior R01 support (as principal investigator);
- Applicants with **demonstrated commitment to a career in clinical research**;
- Applicants at the Assistant Professor or Instructor level;
- Investigator-initiated projects which are independent of industry funding;
- Projects with a reasonable probability of being completed with the award provided.

Under special circumstances, previously funded investigators for whom work in women's health constitutes a **significant** shift in focus and who can demonstrate the need for funds to initiate this new research effort may be considered. However, the eligibility of such investigators must be determined by the CAWH Scientific Advisory Committee. Such investigators are urged to seek approval from this committee prior to preparing an application (contact information is provided at the conclusion of this RFA).

USE OF FUNDS:

- Funding is not available for thesis or dissertation projects;

- Funds cannot be used to support the salary of the Principal Investigator or other investigators with faculty appointments;
- Funds should be used for the conduct of the project, including support personnel, supplies, subject payments, etc.

SCOPE. Within the general guidelines outlined above, the types of projects that might be considered within this mechanism include:

- Pilot or feasibility studies
- Secondary analysis of existing data
- Small, self-contained research projects
- Development of relevant research methodology
- Development of relevant new research technology

APPLICATION INSTRUCTIONS. Applicants are urged to review the instructions provided below carefully and to contact Betsy Dennis (medenni@email.uky.edu) with questions. Incomplete or incorrectly prepared applications may be returned without review. The deadline for application submission is April 30, 2009.

As noted, this CAWH Development and Pilot Project Program is seen primarily as a means of enhancing the clinical research development in young/new investigators. **To facilitate the effectiveness of this mechanism, new investigators must provide a letter of endorsement and collaboration from a senior clinical investigator who is willing to serve as a mentor for the applicant over the course of the one year project.** This person may be either a M.D. or Ph.D., but should have sufficient research expertise to serve as a mentor to the applicant. The letter should reflect the amount of time that the mentor is willing/able to direct to this role as well as the specific types of activities that will be involved. These activities might include reviewing progress on the project, reviewing initial data, discussing relevant research articles or related activities. It is NOT expected that the mentor commit more than approximately 5% time to this role.

Margins must be no smaller than .5" at all points. Font size must be no smaller than 12 and font type should be Arial or Helvetica. [Note that the font and margin requirements are consistent with NIH expectations.] EACH page should provide the applicant's name in the upper right hand corner. The application should be numbered consecutively in the center bottom.

Page 1: Cover Page

Title of the Project: Total Amount Requested
 Name, Degree(s) and Rank of the Applicant
 Applicant's Campus Address
 Department Affiliation (Primary Appointment Only) and Address
 College Affiliation/ Dean & Campus Address

Page 2: Budget:

Requests and their justification should be restricted to one page

Allowable Requests include:

Equipment essential for the conduct of the study

Research Assistant salary

Data Analysis Costs

Participant Reimbursement Costs

Project specific specimen collection/analysis or testing

NON-ALLOWABLE COSTS

Faculty Salary

Travel (not associated with the transportation of participants)

Office materials not specific for project use

Applicants must account for fringe benefit costs when considering assistant salary levels. **NO INDIRECT COSTS ARE ASSIGNABLE THROUGH THIS MECHANISM.**

Page 3: Page 3 should provide a brief (not more than 250 word) abstract. Beneath the abstract, each of the key personnel and their departmental affiliation should be noted. The key personnel should minimally include the PI and the designated mentor (one of the endorsers). Data analysis consultants (if included), collaborating investigators and others may be listed, if they will play a significant, active role in the conduct of the proposed work. **Key personnel listed should provide a letter confirming their role (INCLUDE THESE LETTERS IN THE APPENDIX).**

NIH-FORMAT BIOSKETCH FOR APPLICANT AND KEY PERSONNEL:

The biosketch should follow NIH format and should include other support.

BODY OF THE PROPOSAL: DO NOT EXCEED 8 PAGES The body of the proposal should have the following sections in the designated order: a) Specific Aims; b) Background and Significance; c) Research Design, Methods, and Analysis; d) Limitations and Future Directions. Note that in contrast to NIH applications no preliminary studies/progress section is required. Relevant work is expected to be succinctly integrated in other relevant sections.

LETTER FROM SUPERVISOR/DEPARTMENT CHAIR. A letter signed by the immediate supervisor (e.g. Division Chief) and Department Chair that includes acknowledgement of their support for the project and providing assurance that sufficient time to complete the research will be available. No specific amount of protected time is required, but the review committee will consider the distribution of effort and other activities of the applicant.

REFERENCES: Authors, year, title and journal information is expected for each citation. Given the length of the application, investigators should not strive to provide an exhaustive relevant review. (Not more than 2-3 pages).

APPENDIX: The required endorsement letter from the primary mentor for new investigators, as well as the letters from key personnel must be included. Relevant assessment materials may be included provided they are of reasonable length and significantly enhance the review of the application. DO NOT submit published manuals, materials in the public domain or similar materials.

SUBMISSION GUIDELINES and DEADLINE

Please submit your application electronically by Email to Betsy Dennis (medenni@email.uky.edu) prior to **April 30, 2009**.

REVIEW PROCESS & CRITERIA:

Reviewers will be selected from pools of both internal and external reviewers with expertise in relevant areas of clinical research. Reviewers will submit written reviews which, after consideration from the CAWH Scientific and Executive Committees, will be forwarded to the applicant. The CAWH Scientific Advisory Committee will make recommendations regarding funding to the CAWH Executive Committee. The CAWH Executive committee will make final decisions regarding funding.

The general criteria for review include:

- Eligibility of the Applicant
- Significance of the topic to women's health and more specifically to women's health issues in Kentucky
- Quality of the application, both in terms of the proposed methods and in terms of the quality of the application construction/writing, etc.
- Commitment of the applicant to an academic research career
- Feasibility of the project

IF FUNDED:

Successful applicants will be required to make a public presentation of their work through one of the CAWH research seminar formats after project completion (i.e., after one year of funding).