



**Research and Education Committee Announces
Request for Proposal (RFP) for**

RESEARCH AWARD

A strategic goal of the University of Vermont Medical Center is to promote and reward research and innovation in partnership with UVM. In support of that goal, the University of Vermont Medical Group (UVMMG) has committed \$100,000 to support investigator-initiated research. The UVMMG Research and Education (R&E) Committee has developed this Request for Applications (RFA) with specific goals to:

- a) Align the academic missions of the UVMHN and the UVM College of Medicine
- b) Enhance multidisciplinary and inter-departmental research projects
- c) Promote scholarly activity for physicians at all stages of their career progression
- d) Promote mentorship and team science

Awards: Two awards of \$50,000 each will be available.

All members of the UVMHN Physician Organization/ UVMMG are eligible.

Proposal: Priority will be given to proposals that include all of the following:

- a) A significant role for an early career faculty member, typically described as less than 10 years from residency or fellowship training; or has no, or limited, experience/involvement with peer reviewed funding;
- b) A significant role for an experienced researcher as mentor and advisor, typically described as an associate professor or higher rank with a well-established record in research as measured by their success in obtaining external grants, publication in peer-reviewed journals, or national leadership positions in the area of research;
- c) if the experienced and early career researchers are from the same health care service, include an additional co-investigator (either experienced or early career) from a different health care service who also has a significant role in the project;

**UNIVERSITY OF VERMONT MEDICAL GROUP
RESEARCH AWARD PROGRAM**

- d) contribute to new knowledge, either through publishable work or as a preliminary research for an extramural grant opportunity;
- e) are directed by a PI who is a member of the UVMHN Physician Organization/UVMMG (additional investigators do not necessarily need to be members of the UVMHN Physician Organization/UVMMG);
- f) A justifiable time line leading to completion of the project within 2 years of award receipt.

EXCLUSIONS: The proposed project must NOT include requests for support of the following: sabbaticals, travel to professional society meetings or review courses.

SALARY SUPPORT: Salary support may be a component of the budget, but cannot exceed 40% of the overall budget (i.e. \$20,000 maximum). Individual effort and salary distribution should be based on the NIH cap, currently set at \$185,100, excluding fringe.

Topics of Interest: Investigators are encouraged to submit applications that focus on:

- a) Clinical investigation that links to preclinical work or a novel intervention;
- b) Quality/Outcomes Research, such as health care delivery/services research, processes of health care, and evidence-based medicine;

Submission of Letter of Intent Required:

1. The R&E Committee **requires** the submission of a one-page letter of intent submitted to Jessica Hall (jessica.hall@uvmhealth.org) by **5pm, September 6, 2016**. Please use the outline below.
 - a. Introduction to include:
 - i. Names
 - ii. Departments
 - iii. Brief description of the research
 - iv. Brief statement of qualifications of researchers and staff
 - b. Statement what important need is being met based on your research, with a description of the target population, geographical area, and appropriate statistical information. Include a timeline of your research activities.

**UNIVERSITY OF VERMONT MEDICAL GROUP
RESEARCH AWARD PROGRAM**

Timeline, Progress Reporting, and Outcome Measures:

1. The R&E Committee will host a Grant Writing Workshop with Charlie Irvin, Ph.D. Additional information will be in a forthcoming email. Please RSVP to Abigail Trutor-Mead (Abigail.Trutor-Mead@uvmhealth.org) by September 2nd if you are interested in attending. All early career researchers are encouraged to attend.
2. Completed application must be submitted electronically by **5 PM, October 14, 2016** in a single PDF document to Jessica Hall (Jessica.Hall@uvmhealth.org).
3. Applications reviewed by R&E Committee
4. Awards announced **November 25, 2016** for a start date of **January 1, 2017**.
5. Progress reports are required and must be submitted by awardees on:
 - January 15, 2018
 - Completion of the project (no later than January 15, 2019)

These reports will be reviewed by the R&E Committee. **NOTE:** if no, or limited, progress is made at the 1-year interval, the committee reserves the right to discontinue the project.
6. The final progress report will include an oral presentation to the R&E Committee as well as a poster presentation submitted to University of Vermont Medical Center's Annual Quality Forum.
7. Outcome measures include:
 - a. Publications;
 - b. Submission of grants based on the project;
 - c. Garnering extramural funding based on the project.

Review Process:

1. Applications will be reviewed by faculty members of the R&E Committee (outside reviews will be requested if necessary).
2. Two faculty members of the R&E Committee will act as primary reviewers.
3. Each application will be scored by the entire committee using the NIH system (10-90, plus "unscored"). The two grants considered to be the best (lowest scores) will be funded.
4. Awardees will be contacted directly by the R&E Committee and an announcement will be made.

**UNIVERSITY OF VERMONT MEDICAL GROUP
RESEARCH AWARD PROGRAM**

Application Process:

1. The format, including type size, is to follow the standard NIH PHS grant (PHS-398). That is, “type should be 10-12 points (approximately 1/8” in height for capital letters). If constant spacing is used, there should be no more than 15 cpi, whereas proportional spacing should *average* no more than 15 cpi. Finally, there must be no more than 6 lines of text within a vertical inch.” Leave 1/2” margins.
2. The application consists of the following parts:
 - A. Face Page. Must include.
 - i. Proposed Title
 - ii. Names, Department, Phone Number and E-mail of PI and Co-PI
 - iii. If IRB approval is needed and the status of approval
 - iv. Signature of PI and Co-PI with the following statement:
 1. PI ASSURANCE: I certify the statements herein are true and accurate to the best of my knowledge. I agree and accept responsibility for the scientific conduct of the project and to provide the required progress reports if the grant is awarded.
 - v. Signature of the Health Care Service Leaders for each PI.
 - B. Narrative Description of the proposal: The narrative description of the proposal should **not exceed 6 pages** and address each of the items below (A-F).
 - a. **Specific Aims and Hypothesis (<1 page):** A clear statement of the Specific Aims and the hypotheses being explored. We recommend that you limit to 1 or, at most, 2 Specific Aims that can reasonably be completed within the grant period.
 - b. **Background and Supporting Literature (<1 page):** State the research problem and review relevant literature in the area.
 - c. **Significance (<1 page):** Briefly describe how this research is novel in approach, methodology, theoretical concept or intervention. Briefly describe how the environment will contribute to the probability of success.
 - d. **Innovation (<1 page):** Briefly describe how this research challenges and seeks to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions.

**UNIVERSITY OF VERMONT MEDICAL GROUP
RESEARCH AWARD PROGRAM**

- e. Preliminary Data (1-2 pages): Appropriate preliminary data, if available, that would assist the reviewers in determining the feasibility of the project
- f. Research Design and Methods (1-2 pages): Outline the methods used to address the proposed studies. This should be a clear experimental design section with attention to important areas such as data analysis, power calculations, key methods, etc., as well as an estimated timeline.

The following sections are not part of the 6 page limit.

- C. Future Directions (<2 pages): Explain how the results of the proposed studies will be used in an upcoming extramural grant application. This should include the title of the grant application, the organization to which the application will be sent and the expected date of submission.
 - D. Budget
 - E. Budget justification (<1 page)
 - F. Other research support
 - G. References and Bibliography (<1 page)
 - H. Letters of support. If appropriate and limited to two.
 - I. Current curriculum vitae of the PI and Co-Investigator. A current NIH biographical sketch may also be submitted.
3. The entire proposal, including CVs, the research proposal outline, future directions, and letters of support (if appropriate) **MUST** be submitted as a **single** PDF document. Proposals that do not meet this requirement will NOT be reviewed.
4. One (1) original (with signatures), in a single PDF file, must be submitted to Jessica Hall electronically by **5 PM on October 14, 2016** (Jessica.Hall@uvmhealth.org, Patrick 326).

NOTE: If after reviewing the guidelines any questions arise concerning the suitability of proposed projects or budgetary items please contact: **Dr. Ira Bernstein** ira.bernstein@uvmhealth.org.