

Louisiana State University Health Sciences Center, New Orleans
School of Allied Health Professions

Grants and Research Committee
DEAN'S INTRAMURAL GRANTS PROGRAM

REQUEST FOR PROPOSALS (RFP)

DEADLINE FOR PROPOSAL SUBMISSION: January 6, 2014

I. Purpose and Rationale

The purpose of the Dean's Intramural Grants Program is to stimulate research and scholarship in the School of Allied Health Professions by offering support for investigations conducted by faculty members. The program is designed to achieve three outcomes: (1) increased number of refereed journal publications by the School's faculty members, (2) increased number of extramural grants funded to the School's faculty members, and (3) increased interdisciplinary investigation of research questions common to the various allied health professions. Submission of an extramural grant application is expected within the first year following the end of the grant award period.

II. Eligibility

Faculty of all ranks on tenure and clinical tracks are eligible to apply for these awards. Individuals may be listed as principal investigator (PI) on no more than one proposal at a time. However, faculty members may be involved in supporting roles on more than one proposal: consultant, data analyst, etc.

III. Amount of Awards and Timeframe of Projects

For the fiscal year 2014-15, a total of \$10,000 is available. The maximum award will be for \$10,000 with an award period of one year. Therefore, a maximum of two projects will be funded.

IV. Application Contents

- A. The Research Plan portion of the application. A Research Plan contains the following sections (**must not** exceed 10 pages):
1. Specific Aims
 2. Background and Significance
 3. Preliminary Results (if available)
 4. Research Design, Methods, and Data Analyses
- B. National Institutes of Health (NIH) Style Biosketches for the PI, co-investigators and all other key personnel (<http://grants.nih.gov/grants/funding/424/index.htm>)

- C. Budget (1 page)
 - 1. Allowable expenses include consultant fees, travel, supplies, equipment, and other operating expenses. Funds cannot be used to support faculty base salaries or graduate student stipends or tuition.
 - 2. Equipment purchased with project funds is the property of the School of Allied Health Professions and must be inventoried according to LSUHSC standard operating procedures.
- D. Names and contact information of at least two (2) possible grant reviewers for the project from within or outside of the LSU Health Sciences Center, New Orleans.
- E. Plan for dissemination of study results
 - 1. Venue for oral presentation of results, e.g., scientific meeting, professional association conference, etc.
 - 2. Name of journal(s) where manuscript(s) will be submitted, if sufficient data will be obtained from this study, and rationale for selection of journal(s).
- F. A letter of support from the applicant's department head.
- G. Additional weight will be given to proposals that include one or both of the following options:
 - 1. Use of an interdisciplinary research team: (maximum one-half page)
 - a. Describe how the proposed research demonstrates an interdisciplinary focus.
 - b. Describe how the research will benefit from having an interdisciplinary focus.
 - c. Describe how knowledge gained from the proposed project will benefit more than one discipline.
 - 2. Detailed plan for extramural grant funding of subsequent project/s related to current proposal: (maximum 1 page)
 - a. Identify one or more possible external granting agencies.
 - b. Describe possible research that you are expecting to conduct subsequent and related to this project including rationale and significance of the project(s).

V. Proposal Deadlines and Award Mechanisms

- A. An electronic copy of the proposal must be submitted to Chair of the Grants & Research Committee **no later than 4:00 p.m. on Monday, January 6, 2013.**
- B. Under no circumstances will proposals submitted after the established deadline be accepted.
- C. Awards for fiscal year 2013 are March 1, 2014 to Feb 28, 2015.
- D. Awardees will be notified of the decision of the Grants & Research Committee by February 7, 2014, with the money to be released once approval from IRB or IACUC has been obtained.
- E. PI's can request that their grant award run from May 1 to May 1 of the following year as an adjustment to the 60 days needed to receive IRB or IACUC approval before a study can actually begin. This request must be made in writing.

VI. Review Procedures

- A. The proposals will be evaluated using NIH criteria, which include:
 - 1. Significance of study
 - 2. Approach/soundness of method
 - 3. Innovation; the introduction of something new
 - 4. Investigator credentials and experience in conducting research
 - 5. Environment in which research will be conducted
- B. Each criterion will be evaluated using NIH scoring with priority scores ranging from 1.0 (highest priority) to 5.0 (lowest priority). The optional sections: interdisciplinary research team and plan for extramural funding will also be scored using the NIH scoring method.
- C. The Dean will make the final award and funding-level decisions based on comments and priority rankings of the Grants & Research Committee in relation to available funds.
- D. All applicants will receive copies of comments generated by the reviewers and the priority ranking for their submitted application, regardless of whether the proposal is funded.

VII. Expectations of Awardee

- A. Approval from either the IRB or IACUC must be obtained within 60 days of receiving approval for funding before funds will be released to the PI; under no circumstance will funds be released if appropriate IRB or IACUC assurances are not obtained within the 60 day period.
- B. Written Reports:
 - 1. The recipient must include an NIH-style progress report at 6 months, and a one page written project report should be submitted no later than 30 days after the end of the project period.
 - 2. Failure to submit a grant application for extramural funding by one year after the grant cycle is over may result in the PI being ineligible for future funding through the School of Allied Health Professions Small Grants Program.

VIII. Questions about the RFP

Contact the Chair of the Grants and Research Committee (Annette Hurley, PhD, ahurle@lsuhsc.edu) with questions regarding the RFP or Dean's Intramural Grants Program.