

Long School of Medicine Clinical Investigator Kickstart (CIK) Pilot Program

Due date: non-competitive **Letter of intent (LOI) must be submitted Monday, April 16, 2018 by 11:59p.m. CST.** Full proposals are due **Monday, May 7, 2018 by 11:59p.m. CST.** Applications must be submitted via the Survey Monkey Apply platform at <https://apply-uthscsa.smapply.io>

Please refer questions to Courtney Peebles, MPH, Program Manager in the SOM Dean's Office, at 210-562-6869 or peeblesc@uthscsa.edu

Mission: To foster patient-centered outcomes and/or comparative effectiveness research within the Long School of Medicine, UT Health San Antonio, and our collaborating institutions.

Strategy: The LSOM Office of the Dean has allocated funds to support development activities and pilot projects that strengthen our ability to submit competitive applications for extramural funding for health services and patient-centered research. This funding opportunity supports the LSOM Strategic Plan.

Description: While formal pilot projects are appropriate for this mechanism, *planning activities necessary for team development and building infrastructure are also appropriate.* Examples of scope of work may include:

- Assembling grant and investigator teams in preparation for program project grants and other collaborative extramural funding opportunities
- Standing up a patient engagement panel or community advisory board
- Regulatory support for preparation of IRB submission
- Statistical support for manuscript preparation and preliminary data leading to PCOR publications
- Preliminary/secondary data collection
- Analytic support
- Utilization of institutional community engagement cores, e.g., the IIMS Community Engagement Team or other similar entities

While all types of research are eligible, areas of high interest include:

Patient-Centered Outcomes Research

- Stakeholder engagement activities (patient and caregivers, community, providers) including engaging consultants and other organization to create advisory boards and other mechanisms to support collaborative research and grant planning and conduct
- Pragmatic trials development
- Improving healthcare systems
- Health disparities research

Treatment and Health Systems Research

- Screening, assessment, prevention, diagnosis, and treatment options
- Dissemination/implementation research
- Utilization of EHR technology for clinical research
- Health services research
- Clinical trial pilots, etc.

Eligibility: Applications must be submitted by investigators whose primary faculty appointment is the Long School of Medicine. Faculty are encouraged to collaborate with individuals from partner organizations including other UT Health San Antonio schools, San Antonio Metropolitan Health District, San Antonio Military Health System, South Texas Veterans Health Care System, Texas Biomedical

Research Institute, University Health System, University of Texas San Antonio, University of Texas Rio Grande Valley, University of Texas School of Public Health–San Antonio and Brownsville Regional Campuses, University of Texas College of Pharmacy, and UT Medicine.

Amount and Term: Requests for funds of ≤ \$50,000 will be considered for project periods of up to 1 year. Funds are available to fund up to 3 projects, contingent upon the submission of a sufficient number of scientifically meritorious applications.

Application Submission: A required letter of intent (LOI) must be submitted by 11:59p.m. CST on Monday, April 6, 2018 and should include the title of the project, principal investigator (PI) and co-investigator names, and a very brief (one paragraph) summary of the project. The LOI is required for planning purposes, but will not serve as a screening tool for proposal submission (i.e., all PIs submitting an NOI should proceed to full proposal preparation). The deadline for receipt of the full application is **11:59p.m. CST on Monday, May 7, 2018**. Both the LOI and the full proposal should be submitted electronically via Survey Monkey Apply. Any questions can be directed to Courtney Peebles, MPH (peeblesc@uthscsa.edu) at 210-562-6869.

Applications should be submitted via Survey Monkey Apply. Documents should be uploaded as Portable Document Format (PDF), use Arial 11 point font, single spacing, and .75-inch margins in all directions. Failure to follow these or the following guidelines may result in the application being administratively withdrawn.

The application should include the following:

- Project Summary/Abstract (NIH form page)
- Budget (NIH form page)
- Budget justification - no faculty salaries (NIH form page)
- Specific Aims (1 page maximum)
- Overall project narrative (4 page maximum)
- Literature citations (1 page maximum)
- Target funding mechanism and description of plans for obtaining external funding (1 page maximum)
- NIH Biosketch for all investigators (new NIH format, limit to 5 pages/investigator)
- Program announcement (if applicable)
- Summary Statement(s) (if applicable)
- Letters of support, not required (if applicable)

Budget and financial policies: Awards will be made for a project period of up to one year, starting on or about June 1, 2017. The *maximum* budget for these one-year awards is \$50,000; all funds requested must be clearly justified. Facilities and Administrative (F&A, indirect cost) expenses will not be reimbursed. Salary (plus associated fringe benefits) may be requested for non-faculty support staff, including postdoctoral fellows. Salary support for graduate students or faculty co-investigators is not allowable.

If well-justified, additional funds (i.e., in addition to the \$50,000) may be requested to support the salary of clinical faculty as PI(s) and/or co-investigators. These requests will be administratively reviewed and must be supported by the investigator(s) department chair(s) in a letter of support attached to the application. The letter of support should include amount, effort, feasibility, clinical time, and any other relevant information to the salary support request. Those interested in this option are strongly encouraged to contact SOMresearch@uthscsa.edu in advance of submission to discuss.

Other allowable expenses include: equipment essential for the project (maximum \$10,000, including computer hardware); PI or Co-PI travel to relevant scientific meetings (maximum \$1,500); consumable

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laboratory supplies; animal purchase and per diem; IIMS, CTRC, GCCRI, UTSA, or other core facility fees; consultation fees (maximum \$5,000); computer time; software; publication / presentation expenses; costs related to human subject enrollment and management (listed as "Patient Care Costs" on budget page); [research related to children's health, regardless of academic home of principle investigator, is encouraged to utilize resources in the Department of Pediatric research core](#). Other expenditures will be allowed that can be justified as essential for the completion of the project. Account management will be centralized within the LSOM.

For projects involving the use of human subjects or vertebrate animals, expenditures will only be permitted upon Dean's Office receipt of a copy of the official letter of approval by the appropriate Institutional Review Board (IRB) or Institutional Animal Care and Use Committee (IACUC). This announcement is specifically intended for highly innovative pilot projects with a high likelihood of submission for external funding within 12-18 months from the time of award. **The expectation is that institutional approvals (INCLUDING IRB and/or IACUC) will be promptly obtained and projects initiated/funds disbursed within 60 days of award. If a different timeline is anticipated, address this in the application.**

Applicants must also be in compliance with institutional conflict of interest disclosure policies. UTHSCSA Certificate of Proposal (COP) is required upon award.

Review process and criteria: Applications will be peer-reviewed via an NIH-like study section. Merit will be scored based on the following criteria:

- Significance
- Novelty / innovation
- Strength of the study protocol, including:
 - Design
 - Feasibility
 - Preliminary data (to the extent available)
 - Integration with ongoing research
 - Quality of the investigative team
- Contribution to career development of clinical/translational scientists, if applicable
- Investigative team, including extent of meaningful interdisciplinary collaboration and/or community engagement
- Likelihood of submission for/securing extramural funding within 24 months of award
- Likelihood of leading to publishable research findings
- Protection of human subjects and experimental animals

Other criteria for review include:

- Fit with priorities identified in the LSOM Research Strategic Plan including aging, cancer, diabetes, immunology and infectious disease, neuroscience, and population health.

Funding decisions will be based on scientific merit, likelihood of securing extramural funding, as well as programmatic considerations, such as breadth and depth of the overall pilot study portfolio, interactions among partners, community involvement, and balance among program areas and disciplines.

Administrative management: Progress reports will be requested six, 12, and 24 months after the initiation of funding. One progress report presentation will also be required during the initial 12-month funding period.

Continuation of the pilot program is contingent upon evaluation of return on investment (i.e., extramural funding) of the funded pilots and the availability of funds.