Center for Diabetes, Obesity and Metabolism
Request for Applications for Pilot Awards

Purpose

The Center for Diabetes, Obesity and Metabolism (CDOM) is seeking proposals related to the broad areas of diabetes, obesity, and metabolism. Projects can span the translational spectrum from issues that deal with populations, clinical science, and basic science, although we are particularly interested in supporting projects in the realms of outcomes, prevention, and population health.

One project will be funded and the successful pilot will receive up to $20,000, to be spent within a 12-month period.

Successful proposals will adhere to the following:

- Projects, in addition to meeting overall center goals, must either reflect a new direction for the applicant's research, a new incorporation of a metabolism theme to ongoing studies, or be for a new investigator at Wake Forest (less than 2 years at Wake Forest or less than 5 years from terminal degree).
- Special consideration will be given to projects that involve new collaborations across institutionally recognized centers or with investigators from Duke or UNC-Chapel Hill.
- Consider and outline how the proposed project moves research in diabetes, obesity and metabolism forward to address health care needs within the population.
- Identify translational roadblocks that the proposed project will address and the anticipated benefits of overcoming them.
- Lay out a reasonable project plan that is feasible to complete in the 12-month project period. Projects will not be eligible for carryover.

Eligibility

These awards are open to all faculty, who are members of the Center for Diabetes, Obesity and Metabolism, with a rank of instructor or higher from Wake Forest (Health Sciences & University).

Key Dates

Date	Detail
12/18/19, 11:59 pm	Full Application Deadline
01/15/2020	Selection of Awardees
02/01/2020	Project Start Date
01/31/2021	Latest Project End Date

Funding

The CDOM will fund up to $20,000 in direct costs per project, with funds to be dispersed in increments pending successful progress and attainment of milestones. See section on Budget Guidelines for more details on allowable and non-allowable budget items. Since CDOM funds cannot be carried over from one budget period to the next, requests for no-cost extensions will not be approved.

Application Procedure

Full Application Deadline: 12/18/19, 11:59 pm

The application can be submitted through the ePilot electronic submission system, by the deadline noted above. Application instructions are summarized below.

Format Specifications
- Arial font and no smaller than 11 point
- Margins at least 0.5 inches (sides, top and bottom)
- Single-spaced lines
- Consecutively numbered pages

Submission/Applicant Information
- Project Title
- Submitting Investigator, Co-Investigator(s), and other Key Personnel information

Abstract (300 words max)

Research Plan (6 pages max)
- *Specific Aims*
- *Significance* – Explain how the project addresses an important problem, how it will improve scientific knowledge, technical capability and/or clinical practice.
- *Investigator(s)* – Describe how each member of the team will contribute to the project. Include their expertise and experience that will be utilized on this project.
- *Innovation* – Explain how this project uses novel concepts, approaches or methodologies, instrumentation or interventions.
- *Approach* – Describe the overall strategy for this project, including potential problems, alternative strategies and benchmarks for success.
- *Projected Timeline*

References (no page limit)

Information Regarding Human Subjects
Address the following if the project **involves human subjects**.
- Provide a one-page document addressing the Protection of Human Subjects, if applicable.
- IRB Approval Status (please note: IRB approval is <u>not required</u> for full application submission, however **a delay in IRB approval does not alter the project end date**)

Information Regarding Live Vertebrates
- IACUC Approval Status (please note: IACUC approval is <u>not required</u> for full application submission, however **a delay in IACUC approval does not alter the project end date**)

Budget and Justification (budget template plus 1-page justification)
- Complete the [budget template form](#) provided along with a brief justification for the funds requested for this RFA. Please include explanation of other resources that may be leveraged to support the project.
- Sub-awards to other institutions to carry out work on a project are not allowed.

NIH-style biographical sketch for all Key Personnel (new style)

Budget Guidelines
The budget period is for 12 months, ending no later than one year after the account set up. Up to $20,000 in direct costs may be requested.

Grant funds may be budgeted for:
- Research support personnel (including undergraduate and graduate students)
- Travel necessary to perform the research
- Small equipment, research supplies and core lab costs, or
- Other purposes deemed necessary for the successful execution of the proposed project

Grant funds may **not** be budgeted for:
- Office supplies or communication costs, including printing
- Meals or travel, including to conferences, except as required to collect data
- Professional education or training
- Computers or audiovisual equipment, unless fully justified as a need for the research
- Manuscript preparation and submission, or
- Indirect costs

Awarded funds must be used to conduct the work proposed. All direct charges to this award must adhere to federal regulations and requirements regarding the use of CDOM funds. The CDOM leadership reserves the right to revoke funding in the event it is determined that funds were not spent in accordance with the approved protocol. The general criteria for determining allowable direct costs on federally sponsored projects is set forth

in 2 CFR Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (The Uniform Guidance).

Review Criteria and Process
Proposals will be evaluated by the CDOM Executive Committee Leadership and applications will be awarded at the recommendation of the committee.

Funding decisions will be made based on the reviews of an evaluation of the projects' connection with the goals of the CDOM. Any IACUC and/or IRB protocols must be approved prior to funding of the approved pilot.

Reviewers will score applications from 1 to 9 based on:
1. Significance of the problem to be addressed;
2. Innovation in the proposed solutions;
3. Strength and breadth of the investigative team;
4. Methodological rigor and feasibility with clear milestones;
5. Likelihood the innovation will be broadly applicable and have impact on translational research, and;
6. A reporting plan regardless of whether the study yields positive or negative results;
7. Other elements to be considered in the review include: the likelihood that the investment will lead to external funding or a licensable innovation, early-career faculty involvement, race/gender inclusiveness of the research team and inclusion of women, minorities, older adults and children as potential participants.

Program Expectations
Should any significant issues arise, the study team will be required to work with the CDOM Director to define an intervention strategy for the study to be successfully completed (or in rare cases, terminated).

Specific Deliverables Include:
- Disclosure of implementation/dissemination results and efforts to seek extramural funding beyond the pilot grant and subsequent notification of any funds obtained and/or related publications or significant collaborations from the project for a minimum of 4 years.

Other Guidelines
1. Prior to receiving funds, research involving human subjects must have appropriate approvals from the IRB. Either an IRB approval letter or an IRB response to a "Determination Whether Research or Similar Activities Require IRB Approval" must be submitted to the CDOM prior to funds being released. Human subjects must be reviewed in accordance with the institution's general assurances and HIPAA. All key personnel must have certification of training in the protection of human subjects prior to the start of the grant period.
2. Prior to receiving funds, research involving live vertebrates must have appropriate approvals from IACUC. Either an IACUC approval letter or documentation on why activity does not require IACUC approval must be submitted to the CDOM prior to funds being released.
3. It is expected the PI will report outcomes achieved due to the pilot award, e.g., subsequent external funding, publications, presentations and patents.
4. Any awardee who leaves his or her position should contact the CDOM Director to discuss future plans for the project.

Grant Administration
The Principal Investigator is responsible for the administration of grant funds. Projects will be for a 12-month period of time.

Contacts
Questions about your research project or the ePilot electronic submission system should be directed to Brittney Jackson, britjack@wakehealth.edu.