

# Center for Vaccines at the Extremes of Aging Request for Applications for Pilot Awards

## Purpose

The Wake Forest Center for Vaccines at the Extremes of Aging (CVEA) is soliciting applications for pilot research projects that address any aspect of vaccines to protect newborns or the elderly. It is expected that these pilot funds will catalyze unfunded projects to allow investigators to successfully compete for extramural funding. Applications that involve new teams are especially encouraged. Only one application per PI will be considered. Initial awards of up to \$10,000 will be made for a one year period.

## Conditions of Award:

In addition to becoming an active CVEA member and presenting results at a CVEA meeting, pilot recipients will be expected to submit a one-page final progress report at the end of the funding period detailing research progress and plans for seeking extramural funding.

## Eligibility

These awards are open to faculty at Wake Forest School of Medicine who are eligible to apply for extramural funding.

## Key Dates

Date	Detail
12/16/20, 11:59 pm	Full Application Deadline
1/15/21	Selection of Awardees
2/1/21	Project Start Date
2/1/22	Latest Project End Date

## Funding

The Center for Vaccines at the Extremes of Aging will fund up to \$10,000 in direct costs per project. See section on Budget Guidelines for more details on allowable and non-allowable budget items.

## Application Procedure

### Full Application Deadline: 12/16/20, 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 (200 words max)

### Research Plan (3 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 not required for full application submission, however **a delay in IRB approval does not alter the project end date**) Pre submission discussion with the Wake Forest IRB is strongly suggested.

### Information Regarding Live Vertebrates if applicable.

- IACUC Approval Status (please note: IACUC approval is not required 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 2/1/22. Up to \$10,000 in direct costs may be requested. Funds should be spent within the budget year as a no-cost extension will only be granted under unusual circumstances. Awards cannot be used to support faculty salary.

Grant funds may be budgeted for:

- Research support personnel (including undergraduate and graduate students)
- 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 CVEA funds. The CVEA 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 center leadership. Funding decisions will be made based on the reviews of an evaluation of the projects' connection with the goals of the CVEA. Final award approval will be at the recommendation of CVEA Leadership. 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 CVEA Director to define an intervention strategy for the study to be successfully completed (or in rare cases, terminated).

### **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 CVEA 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. It is expected the PI will report outcomes achieved due to the pilot award, e.g., subsequent external funding, publications, presentations and patents.
3. Any awardee who leaves his or her position should contact the CVEA 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**

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Questions about the ePilot electronic submission system should be directed to Brittney Jackson, [britjack@wakehealth.edu](mailto:britjack@wakehealth.edu).