



## RTRN Small Grants Program 2011

**Richard Yanagihara, M.D., M.P.H.**

*Director, RTRN Research Core  
Professor, Department of Pediatrics  
John A. Burns School of Medicine*



RTRN is funded by grant number U54RR022762 from the National Center for Research Resources, National Institutes of Health (NIH). Co-funding is provided by the National Institute on Minority Health and Health Disparities, NIH.



### Key Dates

FOA release date:	March 3, 2011
DTCC cost proposal request :	April 15, 2011
<b>Letter of intent deadline:</b>	<b>April 18, 2011</b>
DTCC teleconference by:	April 22, 2011
<b>Application deadline:</b>	<b>May 2, 2011</b>
Scientific review period:	May-June 2011
<b>Earliest award date:</b>	<b>July 1, 2011</b>

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### **PURPOSE OF THE SMALL GRANTS PROGRAM FOA**

- ❖ To provide modest funding to promote inter-institutional collaborations across RCMI grantee institutions
- ❖ To facilitate collaborative research through the infrastructure of the Data and Technology Coordinating Center (DTCC)
- ❖ To foster mentorship of the next generation of RCMI investigators
- ❖ To generate preliminary data for full-fledged NIH grant applications

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### **Available Funds**

- ❖ \$250,000 for five or more one-year new or renewal collaborative research projects
- ❖ Project budget up to \$50,000
- ❖ Allowable costs: equipment, supplies, travel and other expenses
- ❖ Personnel costs limited to not more than 20% of budget
- ❖ **No provisions for indirect costs**

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### Applicant Eligibility

- ❖ Any RCMI faculty member, holding a doctoral degree and possessing the skills, knowledge and resources to carry out the proposed research
- ❖ At least one mentor or mentee collaborator must be from another RCMI school; other collaborators may include faculty from non-RCMI institutions and/or community partners
- ❖ An applicant may submit only **one** application as principal investigator

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### Mandatory Letter of Intent

**Due: April 18, 2011**

Content:

- name(s) of principal investigator(s)
- names and full addresses of lead and collaborating institutions
- brief, one-paragraph project abstract (with three key words and cluster name)

Electronic submission: [yanagiha@pbrc.hawaii.edu](mailto:yanagiha@pbrc.hawaii.edu)

Copy: Data and Technology Coordinating Center  
[dtcc-SGP@rtn.net](mailto:dtcc-SGP@rtn.net)

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### **Application Process**

- ❖ Use NIH PHS398 form pages (version 06/09)  
(<http://grants.nih.gov/grants/funding/phs398/phs398.html>)
- ❖ Five-page limit (one page Specific Aims; four pages Research Strategy); typed single-spaced, using 11-pt Arial on one side of page
- ❖ Electronic submission as *single* pdf file:  
[yanagiha@pbrc.hawaii.edu](mailto:yanagiha@pbrc.hawaii.edu)
- ❖ Deadline: May 2, 2011, no later than 5:00 p.m. (Hawaii time)

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### **Application Requirements**

- ❖ Collaboration across two or more RCMI grantee institutions
- ❖ Utilize services of the Data and Technology Coordinating Center (DTCC)
- ❖ Letter of support from DTCC
- ❖ Time table for seeking subsequent or supplemental extramural support
- ❖ Communications and partnership plan
- ❖ Mentoring plan

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### **Mentoring Plan is Required**

- ❖ Mid-level or senior-level principal applicant (Associate or Full Professor) **must** mentor a junior-level collaborator (Assistant Professor) from another RCMI grantee institution
- ❖ Junior-level principal applicant (Assistant Professor) **must** designate a mid-level or senior-level mentor/collaborator (Associate or Full Professor) from another RCMI grantee institution
- ❖ **All applications must include a mentoring plan**

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### **Other Application Requirements**

*Not counted in the five-page limit*

1. NIH biosketches of PI and key personnel
2. Other support information for PI and key personnel
3. Itemized budget with justification (fp4 and fp5)
4. If applicable, full descriptions of Protection of Human Subjects from Research Risk; Inclusion of Women, Minorities and Children in Research; Care and Use of Vertebrate Animals in Research; and Biohazards and Select Agents
5. For applications involving human subjects, a Targeted/Planned Enrollment Table Format Page **must be included**

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### **Letter of Support from DTCC is Required**

- ❖ Submit final proposal title and request DTCC letter of support ([dtcc-SGP@rtrn.net](mailto:dtcc-SGP@rtrn.net)), no later than April 15, 2011
- ❖ Submit Cost Proposal Request Form (CPR Form) ([www.rtrn.net](http://www.rtrn.net)) to DTCC
- ❖ Discuss CPR Form and DTCC services, no later than April 22, 2011
- ❖ Finalize DTCC subcontract for inclusion in application

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### **Scientific Review Criteria**

1. Collaborations and Partnerships
2. Significance
3. Approach
4. Innovation
5. Investigators
6. Environment

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**Scientific Review Process**

Reviewers:

- RTRN External Advisory Committee
- RCMI External Advisory Committees
- RCMI Principal Investigators and Program Directors
- Other RCMI Faculty

Review Format:

- NIH-type review
- 9-point scoring system

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**NIH 9-Point Scoring Scale**

Impact	Score	Descriptor	Additional Guidance on Strengths and Weaknesses
High	1	Exceptional	Exceptional strong with essentially no weaknesses
	2	Outstanding	Extremely strong with negligible weaknesses
	3	Excellent	Very strong with only some minor weaknesses
Medium	4	Very Good	Strong but with numerous minor weaknesses
	5	Good	Strong but with at least one moderate weakness
	6	Satisfactory	Some strengths but also some moderate weaknesses
Low	7	Fair	Some strengths but with at least one major weakness
	8	Marginal	A few strengths and a few major weaknesses
	9	Poor	Very few strengths and numerous major weaknesses

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### **Funding Decision**

- ❖ Based on Impact/Priority Scores
- ❖ Preference to applications from RTRN cluster members
- ❖ Preference to applicants from non-RCTR (G12-only) institutions
- ❖ Preference to applications that propose to reduce health disparities
- ❖ Ranking by Protocol Review Subcommittee
- ❖ Final approval by RTRN Steering Committee

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