

BRAIN HEALTH

CLUSTERS IN RESEARCH EXCELLENCE



- CAPACITY BUILDING
- COLLABORATIVE RESEARCH
- INTERDISCIPLINARY TEAMS
- PUBLIC POLICY
- SOCIAL SCIENCES
- DATA ANALYTICS
- NEUROSCIENCE
- BIOMEDICINE
- TRANSLATIONAL SCIENCE



San Antonio Life Sciences Institute (SALSI) Academy

Brain Health - Clusters in Research Excellence

Request for Proposals FY2016

OVERVIEW

The global issues and challenges that research institutions are working to address are complex and occur at the intersection of disciplines. In order to make advancements in research there must be an integration and convergence of disciplines. The San Antonio Life Sciences Institute (SALSI) Academy solicits applications for participation in the FY2016 Clusters in Research Excellence program. This program aims to develop two new strategic research clusters that bridge The University of Texas at San Antonio (UTSA) and The University of Texas Health Science Center at San Antonio (UTHSCSA) through capacity building and collaborative, interdisciplinary research.

To this end, SALSI will establish and support two institutionally driven clusters in the area of ***Brain Health*** over a 12 month period. Proposals will be accepted from both the ***life and social sciences***, as applied to the broad range of issues in brain health research. Proposals containing collaborators from both the life and social sciences will be given special consideration, as SALSI encourages proposals of a collaborative nature. Clusters are expected to build interdisciplinary research capacity across San Antonio, in addition to raising the national and international research profile and competitiveness of both institutions in the area of brain health.

ELIGIBILITY

The PI(s) from The University of Texas at San Antonio (UTSA) must be a tenured or tenure-track faculty member and the PI(s) from The University of Texas Health Science Center at San Antonio (UTHSCSA) must be a tenured or tenure-track faculty member. The collaborative research project must include at least one principal investigator from each institution. Projects may also include scientific/educational/industry partners from the south Texas region; however, only UTSA and UTHSCSA activities will be funded through this program.

FUNDING LIMITS

The total maximum amount to be requested is \$100,000 (\$50,000 total per institution). It is anticipated that two clusters will be funded.

GRANT PERIOD: June 1, 2016 to May 31, 2017

PROPOSAL SUBMISSION

There will be two submission cycle.

A Notice of Intent (NOI) to apply must be submitted via email by **March 1, 2016**.

Please enter in the email subject line: NOI-SALSI Clusters in Research Excellence.

The NOI email must provide the name and title for all PIs, with associated institutional affiliation and a tentative project title.

Email address for NOI and Full Proposal submission: ana.delgado@utsa.edu

Full Proposal must be submitted by close of business (5:00pm) on **April 1, 2016**. The PIs will submit one combined proposal. UTSA proposals do not require Research Service Center review until an award is made. UTHSCSA proposals do not require UTHSCSA Office of Sponsored Programs review or a Certificate of Proposal (COP) until an award is made.

All required proposal elements shall be contained in a single, text-searchable Adobe Acrobat pdf file. The proposal must include the following, in the order shown below:

1. Proposal Cover Page (Use Attachment A)
2. Project Description: 10 page maximum
3. UTSA Awardee Requirements (Each UTSA PI Must Sign Attachment B)
4. UTHSCSA Awardee Requirements (Each UTHSCSA PI Must Sign Attachment C)
5. Overall Budget Summary (Use Attachment D)
6. Institutional Budget Justification: 2 page maximum per Institution
7. Biographical Sketch: 2 page maximum for each PI/co-investigator

1. PROPOSAL COVER PAGE (USE ATTACHMENT A)

The Proposal Cover Page must include a clear, well-written executive summary that summarizes the essential content of the proposal – including:

2. PROJECT DESCRIPTION

The project description must include, in this order:

1. Thematic research area and proposed research collaboration - Scientific merit, innovation, appropriate environment, investigator (e.g. NIH review criteria);
2. Programmatic/institutional relevance to both campuses;
3. Impact on the international research profile and competitiveness of each institution;
4. Potential for near-term extramural funding;
5. Evidence of well-planned, cross-campus collaborations;
6. Specific plan for use of funds over 12-month period;
7. Specific plan for project/program sustainability beyond the 12-month period.

The project description must be concise, limited to 10 typed, single-spaced pages with a Times New Roman font size of 12 points. One-inch margins must be maintained. References should be listed after the Project Description section. This list does not count against page limitations. If you feel additional information is important to submit, an appendix may be included but there is no obligation for reviewers to read it. A violation of this format will result in your proposal not being reviewed.

3. UTSA AWARDEE RESPONSIBILITIES (SIGN ATTACHMENT B)

Each UTSA PI must have this document signed by their Department Chair, acknowledging that they have also read all responsibilities and obligations of the PI, their Department and the respective institution.

4. UTHSCSA AWARDEE RESPONSIBILITIES (SIGN ATTACHMENT C)

Each UTHSCSA PI must have this document signed by their Department Chair, acknowledging they have also read all responsibilities and obligations of the PI, their Department and the respective institution.

5. OVERALL BUDGET SUMMARY (USE ATTACHMENT D)

The award will be up to \$100,000 (\$50,000 total per institution) for a grant performance period of June 1, 2016 to May 31, 2017. Project extensions are **not** allowable. Funding that is not spent or encumbered by each organization's funding timeline requirements will automatically revert back to the originating office.

An overall budget summary must be submitted on the approved budget page (Use Attachment D). In addition, an institutional budget justification (no more than 2 pages **per** institution) must be submitted providing details for all proposed expenditures. The budget justifications must align with the overall budget summary.

6. BUDGET JUSTIFICATION

For each institution, the budget justification must address each budget line item on Attachment D that contains a proposed cost. The budget justification must convey an integrated understanding of the types of resources (labor, materials, other) necessary to complete the proposed effort. The proposed budget for each institution must conform to that institution's requirements for internally funded research or grant activity.

UTSA Budget Considerations

Grant funds **can** be used for salaries and wages of post-doctoral fellows, graduate students, research technicians, and other non-faculty project personnel; research related equipment; research related travel; materials and supplies, and for publications. Consultant services are allowable if necessary for the completion of the project. UTSA PIs must commit a minimum of 1% salary effort on the grant and can use funds for salaries.

Grant funds **cannot** be used for travel that is not directly related to project research (e.g., conference attendance cannot be supported by this grant unless a PI is traveling to present research findings). Office equipment, including computers is not allowable unless specifically justified with prior approval. Graduate student stipends and tuition are not allowable. Graduate student travel is not allowable unless the student is paid by the grant and is directly related to project research.

UTHSCSA Budget Considerations

Grant funds **can** be used for salaries and wages of post-doctoral fellows, graduate students, research technicians, and other project personnel; research related equipment; research related travel; materials and supplies, and publications. Consultant services are allowable if necessary for the completion of the project. UTHSCSA PIs must commit a minimum of 1% effort on the grant and can use funds for salaries.

Grant funds **cannot** be used for travel that is not directly related to project research (e.g., conference attendance cannot be supported by this grant unless a PI is traveling to present research findings). Office equipment, including computers, is not allowable unless specifically justified with prior approval. Graduate student stipends and tuition are not allowable. Graduate student travel is not allowable unless the student is paid by the grant and travel is directly related to project research.

7. BIOGRAPHICAL SKETCH

Complete for each PI and co-investigator. Do not exceed two pages for each. Each PI may use its preferred format (NSF or NIH) and content for their biographical sketch for this proposal.

EXTERNAL PEER REVIEW

Proposals will be reviewed by a SALSU Clusters of Research Excellence Review Committee established in consultation by both institutions' Office of the Vice President for Research. This committee will consist of external reviewers approved by each Vice President for Research.

Proposals will be reviewed by a panel with broad expertise and a track record in identifying innovations – these reviewers may not be deep domain experts in your field. You must describe your idea in clear language without the use of jargon unique to your field. All applicants will be provided with reviewers comments.

Proposals will be evaluated based on the NIH peer review point scale of 1 – 9. The PIs are expected to include all required proposal components and fully and clearly answer each of the project description questions.

Proposals will be reviewed on the following criteria:

1. Thematic research area and proposed research collaboration - Scientific merit, innovation, appropriate environment, investigators (e.g. NIH review criteria)
2. Programmatic/institutional relevance to both campuses
3. Impact on the international research profile and competitiveness of each institution
4. Potential for near-term extramural funding
5. Evidence of well-planned cross campus collaborations
6. Specific plan for use of funds over 12-month period
7. Specific plan for project/program sustainability beyond the 12-month period

Proposals must demonstrate collaboration between at least four interacting PIs from UTSA and UTHSCSA. There must be at least one PI from each institution.

GRANT ADMINISTRATION

Each PI is responsible for the administration of grant funds within the terms of their respective institution's rules and regulations. In particular, he/she must be certain that over-expenditures do not occur and that all funds are fully expended according to institutional fiscal year end deadlines. All work must be completed in the 12 month performance period.

INTERIM AND FINAL REPORTING REQUIREMENTS

1. Submit a collaborative final report at the end of the funding year to include:
 - a. Plan for cluster sustainability beyond the SALSII funded project.
 - b. A listing of any publications, presentations, press releases, and follow-on grant applications or awards that may have resulted from the research.
 - c. Description of any equipment purchased under the funding mechanism and terms for joint access and use.
2. An application for extramural funding to a federal agency must be submitted by each institution on behalf of the Cluster using data and outcomes from the research funded by SALSII within 12 months following the completion in the Academy. It is expected that each PI will include their respective Cluster members as co-PI on their grant application. The grant applications should be coordinated and submitted by the Lead PIs listed on the grant application cover-page.
3. The Cluster Award research team will be expected to present their research with associated outcomes at the end of the one year funding period to leadership of SALSII, representing both UTSA and UTHSCSA.
4. Delivery of one presentation for the SALSII Academy Seminar Series

PROGRAM TIMELINE

January 25, 2016- Grant Request for Proposals (RFP) announced

March 1, 2016 – Notice of Intent to Apply Due

April 1, 2016 – Grant Proposals Due (by 5:00 pm)

May 15, 2016 – Cluster Grant Awardees Announced

June 1, 2016 – Grant Performance Period Begins (Funds Available)

November 1-15, 2016 –Mid-term Report Requested by UTSA VPR and UTHSCSA VPR

May 31, 2017 – Project End and All Funds Must Be Expended

June 30, 2017 – Final Project Report Due

Upon Request – Present Project Outcomes to SALSII Leadership

CONTACT INFORMATION

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Business Development Manager

UTHSCSA Office of the Vice President for Research

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Email: lopezgeorge@uthscsa.edu

ATTACHMENT A: PROPOSAL COVER PAGE

List information for all PIs on project. Use additional pages if necessary.

Project Name:

Name of UTSA Principal Investigator (PI):

Phone Number:

Email Address:

Mailing Address:

PI College and Department:

Have you previously received a SALSII grant? Y/N

If yes, Type: _____ Date: _____ Amount: _____

Title:

Name of UTSA Principal Investigator (PI):

Phone Number:

Email Address:

Mailing Address:

PI College and Department:

Have you previously received a SALSII grant? Y/N

If yes, Type: _____ Date: _____ Amount: _____

Title:

Name of UTHSCSA Principal Investigator (PI):

Phone Number:

Email Address:

Mailing Address:

PI Department:

Have you previously received a SALSII grant? Y/N

If yes, Type: _____ Date: _____ Amount: _____

Title:

Name of UTHSCSA Principal Investigator (PI):

Phone Number:

Email Address:

Mailing Address:

PI Department:

Have you previously received a SALSII grant? Y/N

If yes, Type: _____ Date: _____ Amount: _____

Title:

ATTACHMENT B: UTSA AWARDEE RESPONSIBILITIES

If this research proposal is funded, I agree that my acceptance obligates me to:

- 1) Include the following acknowledgement on all publications resulting from this grant award.
“This project was funded (fully or in-part) by the State of Texas Legislation, appropriated funds under the San Antonio Life Sciences Institute.”
- 2) If human subjects or animal research is involved, protocols to the UTSA Institutional Review Board (IRB) or UTSA Institutional Animal Care and Use Committee (IACUC) must be approved prior to funds being released.
*To complete IRB protocols - <http://reserachutsa.edu/oric/irb>
To complete IACUC protocols - <http://oric.utsa.edu>*
- 3) Submit at least one extramural proposal for funding to support the future progress of the project, to be submitted within one year of the completion of the SALSII Clusters in Research Excellence Grant.
- 4) Delivery of one presentation for the SALSII Academy Seminar Series
- 5) **Adhere to the below timeline below:**
January 25, 2016- Grant Request for Proposals (RFP) announced
March 1, 2016 – Notice of Intent to Apply Due
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May 31, 2017 – Project End and All Funds Must Be Expended
June 30, 2017 – Final Project Report Due
Upon Request – Present Project Outcomes to SALSII Leadership
- 6) Respond to all inquiries and communications from the Office of the Vice President for Research related to the SALSII funded project.

Signature of Principal Investigator:

Project Name:

Date:

Department Chair -Please sign below to assure the review committee that you agree to the PI's obligations and responsibilities under this funding opportunity.

Department:

Approved by:

Department Chair Signature of Approval:

Date:

ATTACHMENT C: UTHSCSA AWARDEE RESPONSIBILITIES

If this research proposal is funded, I agree that my acceptance obligates me to:

- 1) Include the following acknowledgement on all publications resulting from this grant award.
“This project was funded (fully or in-part) by the State of Texas Legislation, appropriated funds under the San Antonio Life Sciences Institute.”
- 2) If human subjects or animal research is involved, protocols to the UTHSCSA Institutional Review Board (IRB) or UTHSCSA Institutional Animal Care and Use Committee (IACUC) must be approved prior to funds being released.
*To complete IRB protocols - <http://research.uthscsa.edu/irb/>
To complete IAUCUC protocols- <http://research.uthscsa.edu/iacuc/>*
- 3) Submit at least one extramural proposal for funding to support the future progress of the project, to be submitted within one year of the completion of the SALSII Clusters in Research Excellence Grant.
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Upon Request – Present Project Outcomes to SALSII Leadership
- 6) Respond to all inquiries and communications from the Office of the Vice President for Research related to the SALSII funded project.

Signature of Principal Investigator:

Project Name:

Date:

Department Chair -Please sign to assure the review committee that you agree to the PI’s obligations and responsibilities under this funding opportunity.

Department:

Approved by:

Department Chair Signature of Approval:

Date:

ATTACHMENT D: APPROVED BUDGET FORM

A budget justification (not to exceed two pages each) must also be submitted describing each of the proposed line item expenditures for both institutions.

UTSA BUDGET

- 1. Total Proposed Personnel (Salary and/or Wages Only) Cost
 - a. Research Staff (Technicians):
 - b. Part Time Wages (Students):
 - c. Faculty:
- 2. Equipment (\$5,000 or more):
- 3. Travel (Domestic only):
- 4. Participant Support Costs:
- 5. Materials and Supplies:
- 6. Publications:
- 7. Consultant Services:
- 8. Computer Services:

Total UTSA Request:

UTHSCSA BUDGET

- 1. Total Proposed Personnel (Salary and/or Wages Only) Cost
 - a. Research Staff (Technicians):
 - b. Part Time Wages (Students):
 - c. Faculty:
- 2. Equipment (\$5,000 or more):
- 3. Travel (Domestic only):
- 4. Participant Support Costs:
- 5. Materials and Supplies:
- 6. Publications:
- 7. Consultant Services:
- 8. Computer Services:

Total UTHSCSA Request: