

PROGRAM DESCRIPTION

The global challenges that research institutions need to address are often complex and occur at the intersection of different disciplines. The new paradigm for solving complex problems mandates a team science approach. The San Antonio Life Sciences Institute (SALSI) Clusters in Research Excellence program calls for proposals aimed at developing two new strategic research clusters between The University of Texas at San Antonio (UTSA) and UT Health San Antonio (UT Health SA) and building a solid foundation for subsequent extramural funding.

Specifically, SALSI will establish and support two institutionally driven clusters in the area of **Healthcare Cybersecurity** 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 healthcare cybersecurity research. 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 healthcare cybersecurity.

ELIGIBILITY

The PIs from both The University of Texas at San Antonio (UTSA) and the UT Health San Antonio (UT Health SA) must be tenured or tenure-track faculty. Proposals must demonstrate collaboration among at least four interacting PIs from UTSA and UT Health SA. The research project must include at least one principal investigator from each institution. Projects may also include scientific/educational/healthcare industry partners from the south Texas region; however, only UTSA and UT Health SA activities will be funded through this program.

FUNDING LIMITS

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

GRANT PERIOD: June 1, 2018 to May 31, 2019

PROPOSAL SUBMISSION

There will be a two-phase submission cycle.

A Notice of Intent (NOI) deadline: **March 19, 2018.**

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

In the NOI email, please provide the name, tenure rank and/or position title for all PI's, with associated institutional affiliation, five key words, and a one-half page abstract of at least 200 words describing proposed research project. The NOI is not binding and does not enter into the review of a subsequent application, the information that it contains allows for the estimation of the potential review workload.

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

Full Proposal deadline: **April 16, 2018.** The PI's will submit one combined proposal. UTSA proposals do not require Research Service Center review until an award is made. UT Health SA proposals do not require Office of Sponsored Programs review or a Certificate of Proposal (COP) until an award is made.

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

1. Proposal Cover Page (Attachment A)
2. Project Description: 10 page maximum
3. UTSA Awardee Requirements (UTSA PI must sign Attachment B)
4. UT Health SA Awardee Requirements (UT Health SA PI must sign Attachment C)
5. Budget Summary (Attachment D)
6. Budget Justification: 2 page maximum per Institution
7. Biographical Sketch (NIH or NSF Format): 2 page maximum for each PI/co-investigator
8. Reference Page: 2 page maximum

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.

2. PROJECT DESCRIPTION- (10 PAGE MAXIMUM)

The project description must include, in this order:

- A. Thematic research area and proposed research collaboration - Scientific merit, innovation, appropriate environment, investigator (e.g. NIH review criteria);
- B. Programmatic/institutional relevance to both campuses;
- C. Impact on the international research profile and competitiveness of each institution;
- D. Potential for near-term extramural funding;
- E. Evidence of well-planned, cross-campus collaborations;
- F. Specific plan for use of funds over 12-month period;
- G. 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 PI(s) RESPONSIBILITIES- (SIGN ATTACHMENT B)

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

4. **UT Health SA PI(s) RESPONSIBILITIES-** (SIGN ATTACHMENT C)

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

5. **BUDGET SUMMARY-** (USE ATTACHMENT D)

Awards will be up to \$100,000 (\$50,000 total per institution) for a grant performance period of June 1, 2018 to May 31, 2019. No-cost extension may not be requested. Funding that is not spent or encumbered by each institution's funding timeline requirements will automatically revert back to the originating office. Budget summaries must be submitted on the approved budget page.

6. **BUDGET JUSTIFICATION**

Each PI will submit a budget justification (no more than 2 pages per institution) providing details for all proposed expenditures at his/her respective institution. The budget justification must address each budget line item on Attachment D that contains a proposed cost, for each institution. The budget justification must convey an integrated understanding of the types of resources (personnel, 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 the following:

- Salaries and/or wages for faculty, postdoctoral fellows, graduate and undergraduate students. Fringe benefits are paid centrally- *exclude* fringe benefits on the budget template worksheet;
- Materials and supplies but must be justified as needed for project success;
- Publications;
- Expenses for field work, data collection, archival research, training, educational purposes and/or presentations on research, creative or scholarly activities directly related to the proposed project;
- Consultant fees;
- Contracts and sub-awards for activities outside of UTSA but must be clearly and convincingly described as necessary for successful execution of the proposed project;
- Domestic travel to conferences or other conference support if directly related to the proposed work. Please note, GSA lodging rates CANNOT be exceeded;
- Domestic travel for data collection or other purposes when justified as essential to the project. Please note, GSA lodging rates CANNOT be exceeded.

UTSA faculty must commit a minimum of 1% salary effort on the grant and can use funds for summer salaries.

Grant funds **cannot** be used for the following:

- Office equipment, including computers or laptops (unless specifically justified with prior approval);
- Domestic travel that is not directly related to project research (e.g., conferences cannot be supported by this grant);
- International travel (no exceptions per state guidelines);
- Student travel (unless the student is paid by the grant and is directly related to project research);
- Student stipends, scholarships and/or tuition;
- Indirect costs (F&A) costs;
- Payment of salaries to non-UTSA personnel.

UT Health SA Budget Considerations

Grant funds **can** be used for the following:

- Salaries and wages of post-doctoral fellows; graduate students; research technicians; and other non-faculty project personnel;
- Research related equipment;
- Research related travel;
- Materials, supplies, and publications;
- Consultant services are allowable if necessary for the completion of the project.

UT Health SA faculty must commit a minimum of 1% effort on the grant and can use funds for salaries.

Grant funds **cannot** be used for the following:

- Domestic travel that is not directly related to project research (e.g., conferences cannot be supported by this grant)
- International travel;
- General office equipment, including computers (unless specifically justified with prior approval);
- Graduate student travel is not allowable unless the student is paid by the grant and 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 in 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. As such, *proposals should be clearly written in a way that the goals, rationale and methods of the proposed work can be understood by all reviewers.*

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 evaluated using 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 UT Health SA. 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 institutions rules and regulations. In particular, he/she must be certain that cost overruns do not occur and that all funds are fully expended according to institutional fiscal deadlines. No-cost extension may not be requested. All work must be completed in the 12 month grant performance period.

INTERIM & FINAL REPORTING REQUIREMENTS

1. A Project Update Meeting and mid-term report will be requested by the UTSA VPR and UT Health SA VPR in early December 2018.
2. Submit a collaborative Final Grant Report no later than June 30, 2019 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.
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 UT Health SA.
4. Delivery of one presentation for the SALSII Academy Seminar Series.

Extramural Grant Submission Required

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 SALSI 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.

PROGRAM TIMELINE

February 2018 – Grant Request for Proposals (RFP) Announced

March 19, 2018 – Notice of Intent Due

April 16, 2018 – Grant Proposals Due (by 5:00 pm)

May 18, 2018 – Awardees Announced

June 1, 2018 – Grant Performance Period Begins (Funds Available)

December 2018 – Project Update Meeting and Mid-term Report Requested by UTSA VPR and
UT Health SA VPR

May 31, 2019 – Grant Performance Period Ends

June 30, 2019 – Final Project Report Due

May 31, 2020 – Deadline for Extramural Funding Grant Submission

CONTACT INFORMATION**UTSA**

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Program Manager

VPR-Office for Research Support

Phone: (210) 458-8528

Email: ana.laredo@utsa.edu

UT Health SA

Linda Lopez-George

Director, Research Partnerships and Business
Development

Phone: (210) 562-4035

Email: lopezgeorge@uthscsa.edu

Project Information

Project Name:	
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Name of <u>UTSA</u> Lead Principal Investigator(PI):	
Phone Number:	
Email Address:	
PI College and Department:	
Have you previously received a SALSI grant? ____ Yes ____ No	
If yes, Type: _____ Date: _____ Amount: _____	
Project Title: _____	

Name of <u>UTSA</u> Principal Investigator(PI):	
Phone Number:	
Email Address:	
PI College and Department:	
Have you previously received a SALSI grant? ____ Yes ____ No	
If yes, Type: _____ Date: _____ Amount: _____	
Project Title: _____	

Name of <u>UT Health SA</u> Lead Principal Investigator:	
Phone Number:	
Email Address:	
PI Department:	
Have you previously received a SALSI Grant? ____ Yes ____ No	
If yes, Type: _____ Date: _____ Amount: _____	
Project Title: _____	

Name of <u>UT Health SA</u> Principal Investigator:	
Phone Number:	
Email Address:	
PI Department:	
Have you previously received a SALSI Grant? ____ Yes ____ No	
If yes, Type: _____ Date: _____ Amount: _____	
Project Title: _____	

Abstract (400 word or less)



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 (full or in-part) by the University of Texas at San Antonio, Office of the Vice President for Research.”

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://research.utsa.edu/research-funding/human-subjects/>
 To complete IACUC protocols – http://research.utsa.edu/research-funding/institutional-animal-care-and-use-program_new/
3. Submit at least one extramural proposal for funding to support the future progress of the project, within twelve months of the completion of the **SALSI Clusters in Research Excellence** Program.
4. Delivery of one presentation for the SALSI Academy Seminar Series.
5. Adhere to the assigned **SALSI Clusters in Research Excellence** Program timeline:
June 1, 2018 – Grant Performance Period Begins (Funds Available)
December 2018 – Project Update Meeting and Mid-term Report Requested by UTSA VPR and UT Health SA
May 31, 2019 – Grant Performance Period Ends
June 30, 2019 – Final Project Report Due
May 31, 2020 – Extramural Proposal Submission Report Due
6. Respond to all inquiries and communications from the Office of the Vice President for Research related to the **SALSI** funded project.

Principal Investigator

Signature:	
Project Name:	
Date:	

Department Chair

Please sign below to assure the review committee that you agree to the PI’s obligation and responsibilities under this funding opportunity.

Approved By:	
Department Chair Signature:	
Date:	

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 (full or in-part) by the University of Texas at San Antonio, Office of the Vice President for Research.”

2. If human subjects or animal research is involved, protocols to the UT Health SA Institutional Review Board (IRB) or UT Health 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, within twelve months of the completion of the **SALSI Clusters in Research Excellence** Program.
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May 31, 2020 – Extramural Proposal Submission Report Due
6. Respond to all inquiries and communications from the Office of the Vice President for Research related to the **SALSI** funded project.

Principal Investigator

Signature:	
Project Name:	
Date:	

Department Chair

Please sign below to assure the review committee that you agree to the PI’s obligation and responsibilities under this funding opportunity.

Approved By:	
Department Chair Signature:	
Date:	

A budget justification (no more than 2 pages per institution) 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:	
2. Equipment (\$5,000 or less):	
3. Travel (no foreign travel):	
4. Participant Support Costs:	
5. Materials and Supplies:	
6. Publications:	
7. Consultant Services:	
8. Computer Services:	
Total <u>UTSA</u> Request:	

UT Health SA Budget	
1. Total Proposed Personnel (Salary and/or Wages Only) Cost:	
2. Equipment (\$5,000 or less):	
3. Travel (no foreign travel):	
4. Participant Support Costs:	
5. Materials and Supplies:	
6. Publications:	
7. Consultant Services:	
8. Computer Services:	
Total <u>UT Health SA</u> Request:	