



WICHITA MEDICAL RESEARCH AND EDUCATION FOUNDATION

2014 REQUEST FOR PROPOSALS

Opportunities for Collaborative Investigator Initiated Research

Wichita Medical Research and Education Foundation (WMREF) was established in 1949 as a not-for-profit corporation to actively encourage through funding and design opportunities, projects that may advance knowledge in the diagnosis, treatment and cure of illness. The mission of WMREF is to promote research, education and community efforts designed to improve the health of Kansans.

PURPOSE: WMREF is pleased to announce a Collaborative Investigator Initiated Research (CIIR) funding opportunity. This research program is supported by various funds residing at WMREF.

The purpose of this research program is to provide investigators with *short-term funding* in the areas of social/behavioral, biological, genetic, or environmental determinants of disease and/or health, either physical or mental, across the life span. A special feature of this announcement is the requirement for collaborative partnerships between Wichita State University (WSU) and the University of Kansas School of Medicine-Wichita (KUSM-W) in this funded research project.

ELIGIBILITY: All WSU and KUSM-W faculty members able to submit a joint application are eligible to apply.

BUDGET and DURATION: *One research project* will be funded up to \$15,000 for *direct research and personnel costs* for *12 months*, contingent upon the quality of applications. The funded project is non-renewable and is expected to be completed in one year. Any exception to the 12 month length must be explained in the application. Allowable costs include: personnel stipend(s), laboratory or research supplies, and a maximum of 10% of the budget may be allotted for travel and registration at meetings or workshops, or publication costs.

No equipment purchases (including computers) are allowed. No indirect costs will be paid.

FUNDING DISBURSEMENT: One half of the funding will be disbursed, upon selection, notification, and contract signature by the successful applicant(s) (and after proof of IACUC and/or IRB approvals are provided, if necessary). The Co-PIs must indicate which University should receive the award notification. Only one Co-PI's University research office can receive and manage the award. The balance of the funding will be awarded after an approved progress report of the research and at least 75% of first half funding has been expended.

KEY DATES:

Release of announcement	August 1, 2014
Letter of intent (LOI)	September 5, 2014
Notification of successful LOI	September 26, 2014 (no later than)
Application receipt	November 3, 2014
Funding decision/ awards announced	December 19, 2014
Earliest start date	January 1, 2015
Earliest end date	December 31, 2015

LETTER OF INTENT: A non-binding *one page letter of intent is required* and must include: name and contact information for the principal investigators, descriptive title, five keywords, and a brief abstract (1 page) with a clear statement of the relationship of the project to any single or any combination of the stipulated research areas (see underlined above). Send the letter of intent electronically via e-mail to Teresa L. Jones, MPH, MT(ASCP), CIP, WMREF IRB Director, at tjones@wichitamedicalresearch.org OR Peggy L. Johnson, WMREF Executive Director/COO at pjohnson@wichitamedicalresearch.org by 5:00 p.m. on September 5, 2014.

APPLICATION INFORMATION and PROCESS: Certain pages of the PHS 398 form are the basis for the application. The forms can be accessed at: <http://grants.nih.gov/grants/funding/phs398/phs398.html>. Use the following:

Form page 1, face page, complete except for items 2, 3d, 3h, 8 thru 13.
Form page 2, description.
Form page 4, direct cost for the initial budget period. Use one continuation page to provide the justification for the budget request.
Biographical sketch format page—provide for principal investigator and key collaborators (limit to 2 pages per investigator or key collaborator).
Resources format page.
Continuation page---use this page to present the following:

Research Plan: (limit 12 pages, not including the specific aims)

- a. specific aims
- b. background and significance
- c. preliminary studies

- d. research design and methods

Additions *must* include, if applicable (but do not count against 12 page limit):

- e. literature cited
- f. letters of collaboration or support
- g. all figures, diagrams, tables
- h. other appendices

Other optional inclusions:

- i. plans for future research
- j. publication and presentation plans (submission to the KUSM-W Research Forum and WSU research meetings are strongly encouraged)

Typeface, margin settings and font size will be set according to the NIH PHS 398 form requirements.

The project application may not duplicate (i.e., have one or more overlapping specific aims) any other funded project of the principal investigator.

It is the expectation of the WMREF that this research will result in the publication of the research in a peer reviewed journal.

HOW to SUBMIT: Send both MSWord file and .pdf file electronic copies of the application via e-mail to Teresa L. Jones, MPH, MT(ASCP), CIP, WMREF IRB Director, at tjones@wichitamedicalresearch.org. A completed WMREF Request for Proposals signature page must accompany the original electronic submission.

Electronic copies of the application and WMREF Request for Proposals signature page must be received by 5:00 p.m. on November 3, 2014. Applications received after the deadline, no matter the reason, will not be accepted or reviewed. It is the principal investigators' responsibility to ensure the application is received before the deadline.

REVIEW PROCESS and CRITERIA: The applications will be reviewed by the WMREF Scientific Review Committee and select members from the WMREF Program Development Committee.

The review criteria employed will be based on those published by the National Institutes of Health listed at http://grants.nih.gov/grants/peer_review_process.htm

REPORTING REQUIREMENTS: An interim progress report and financial report are required no later than six months after the start of the award. Final progress and financial reports are due within 60 days of the end date of the award. Information on format will be provided to the awardees.

INQUIRIES: Direct questions to: tjones@wichitamedicalresearch.org