COHS Intramural Pilot Project Program (IP³)
IP³ Request for Applications (RFA) 2018-2019

Purpose

In accordance with its strategic plan and goal to expand research productivity, the College of Health Sciences’ Dean’s Office in concert with the COHS Office of Research is pleased to announce the Intramural Pilot Project Program (IP³). The purpose of this program is to provide faculty with an opportunity to perform pilot research or fund workload buyouts that result in enhancing their research agenda and competitiveness when seeking extramural funding. We anticipate that a tangible outcome resulting from this intramural funding opportunity will be the enhancement of COHS research productivity, evidenced by an increase in the number of extramurally funded research proposals that are submitted and awarded.

Description

- Maximum dollar award per proposal: $20,000
- Term of award: 12 months
- Number of awards for 2018-2019: Five (award number could increase depending on the dollar amount awarded for each project)
- Deadline for submission: 5:00pm, Thursday, March 1st, 2018
- Anticipated date of award announcement: Friday, March 30th, 2018

Eligibility

A. This RFA focuses on COHS faculty having a strong desire to use this award to enhance their research agenda and subsequently submit and acquire extramural research funding.

B. Project principle investigators (PI) must hold a Clinical, Tenure-Track, or Tenured faculty rank in the COHS.

Criteria for Evaluation

Proposals for pilot projects will be scored primarily on scientific merit (significance, innovation, and originality of approach), technical merit, and ability to enhance the PIs research agenda. Proposals submitted with the intent to complete or strengthen prior research efforts will be scored on their ability to enhance the PIs competitiveness when submitting future proposals for extramural funding. Because the absence of preliminary data to support project outcomes is expected, strong literature support for the planned study is encouraged. Proposals will be reviewed by a panel of COHS tenured faculty who have disciplinary knowledge of the research topics presented and a history of extramural funding.
Application Format

Proposals are due on March 1, 2018 and should be submitted via email to the Director of COHS Office of Research. Text must be 11 point or larger with six lines per inch and margins of at least one-half inch. The sections identified below may not exceed their indicated page limits. Do not include headers, footers, or appendices. The following sections are expected:

**Title Page** (one page): Include the title of the project, names of principal investigator(s), their contact information (including institutional e-mail, phone number(s), and the name of department or center), a list of all key personnel, and total dollars requested.

**Abstract & Key Words** (up to 30 lines of text): The abstract should briefly state the significance and goals of the proposed study and summarize the work. It should provide sufficient information to assign the application to appropriate reviewers. Four to six key words are required to identify the general three areas of research and the principle elements of the study.

**Biographical Sketches** (up to three pages per person): Provide biosketches of PI(s) and other key personnel. Biographical Sketch form, instructions and sample available on the IP3 website: https://hs.boisestate.edu/research/research-development/find-funding/internal-funding-sources/ip3/.

**Budget**: Design a complete budget for up to 12 months of support. Identify expenditure amounts for salaries, supplies, equipment, and miscellaneous costs. The total budget may not exceed $20,000. Please contact the COHS Office of Research for assistance in developing the budget. The budget template is available on the IP3 website: https://hs.boisestate.edu/research/research-development/find-funding/internal-funding-sources/ip3/.

**Budget Justification** (one page): Indicate the purpose of project personnel, supplies, and other costs.

**Research Plan**: Provide information for the five subsections described below:

A. **Specific Aims** (½ page): “State concisely the goals of the proposed research and summarize the expected outcome(s), including the impact that the results of the proposed research will exert on the research field(s) involved. List succinctly the specific objectives of the research proposed.” (Text taken from NIH instructions)

B. **Leadership Plan** (½ page) – required only for multi-investigator projects: PI(s) must make major contributions to the project by taking responsibility for all of the study activities. If the project contains multiple PIs indicate the scope of work for each PI. State how the PIs will coordinate their activities, resolve problems, and allocate responsibilities for management and reporting.

C. **Background** (one page): Describe the background leading to the present application. State the significance and usefulness of the proposed research to unsolved problems in science, healthcare, public health, society, the environment, industry, agriculture, etc.
D. **Research Strategy** (limited to 3 pages): A total of three pages are allowed for the subsections of Significance, Innovation, and Approach. Please see as noted below, suggested allocations of this space for those three subsections. (*Quoted text taken from NIH instructions*)

1. **Significance** (suggested length, ½ page): “Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses. Explain how the proposed project will improve scientific knowledge, technical capacity, and/or clinical practice in one or more broad fields. Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.”

2. **Innovation** (suggested length, ½ page): “Explain how the application challenges and seeks to shift current research or clinical practice paradigms. Describe any novel theoretical concepts, approaches or methodologies, instrumentation or interventions that you intend to be develop or use, and any advantage over existing methodologies, instrumentation, or interventions. Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions.”

3. **Approach** (suggested length, 2 pages): “Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. . . Include how the data will be collected, analyzed, and interpreted as well as any resource sharing plans, as appropriate. Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the aims. If the project is in the early stages of development, describe any strategy to establish feasibility, and address the management of high-risk aspects of the proposed work. Point out any procedures, situations, or materials that may be hazardous to personnel and precautions to be exercised.”

E. **References** (no page limit): Include references that demonstrate the need for this research, establish feasibility for hypotheses and procedures, and provide support for the approach. Include titles and authors.

**Compliance:** If the proposal is awarded, separate applications must be made to the appropriate oversight committee before the work can begin, e.g., Institutional Animal Care and Use Committee (IACUC), Institutional Review Board (IRB), Institutional Biosafety Committee (IBC).

**Final Report:** No extensions of the project period are permitted. Within 30 days of the end of the project period, a final report is due. It should include accomplishments, significant results, manuscripts prepared for publication, and plans for the submission of an extramural grant application(s) over the next 18 months. Please send final reports to the Director of the COHS Office of Research.