UCSF Fresno Intramural Funding Opportunity Announcement

CCFMG Pilot Research Grant

The CCFMG Pilot Research Grant (PRG) aims to foster innovative research in clinical medicine and fund researchers at important crossroads of their careers. The specific goals include 1) to support the development and training of junior faculty to become established as successful investigators and gain long-term commitment to research; 2) to support senior faculty to advance their established research and expand access to external research funding opportunities, 3) to encourage and foster research collaboration between departments as well as other academic institutions, and 4) to enhance the academic reputation of UCSF Fresno as a recognized research center.

CCFMG is currently seeking highly innovative discovery, interventions, and educational research proposals. All proposals responsive to the PRG goals will be considered, with an emphasis given to proposal that address:

- Interdisciplinary collaboration
- Health equity focus
- Relevance to the community
- Potential for extramural funding
- Community engagement

UCSF Fresno Medical Education Program
School of Medicine

FOA Submission Timeline and Award Announcement

A one-page Letter of Intent (LOI) is **due on February 16, 2018**. The LOI should clearly articulate the study objectives, importance of the research and any planned collaboration. LOIs will be evaluated by the review committee* and selected investigators invited to submit a full proposal (max 5 pages), including study protocol, consent form (if applicable), budget and timeline. Full proposals will be **due on April 2, 2018**. Awardees will be announced on May 1, 2018. Awardees will meet with the PRG committee soon after and may be required to address/revise proposed methodologies to improve study feasibility and outcomes.

LOIs and invited proposals should be emailed to **PRG@fresno.ucsf.edu**.

*The review committee is comprised of six faculty, each with significant research experience, representing different departments or divisions at UCSF Fresno, along with the UCSF Fresno Clinical Research Director and the Assistant Dean for Research.

Eligibility

The following eligibility requirements must be met at the time of submission.

- UCSF Faculty in any series, (Ladder Rank, In Residence, Clinical X, Health Science Clinical, Adjunct) at all ranks: Instructors, Assistant Professors, Associate Professors, Professors can apply. Priority is given to junior faculty (Assistant Professor).
    - Priority will also be given to faculty who have completed the Designing Clinical Research course at UCSF Fresno; or who have formal research training (e.g. MPH, MS, PhD) and/or significant prior research experience.
    - Junior faculty without prior research experience are encouraged to include a more senior faculty mentor (from any division/department at UCSF Fresno) as a co-investigator.

Terms of the Award

1. The CCFMG PRG program funds up to $120,000 annually, including:

    - Two and three year grants, up to $25,000/year
    - One year mini-grants, up to $2,000 each

    Year two and three funding are dependent on satisfactory study progress and must be approved by the review committee. At the completion of the study, any unspent funds will be returned to the PRG program.

2. CCFMG is committed to building capacity among researchers and community stakeholders to engage in collaborative interdisciplinary work and the dissemination of new ideas. Awardees are required to attend two meetings that are meant to encourage the cross-fertilization of ideas that spark new interdisciplinary, cross-sector partnerships and to insure adequate progress is made for continued funding and study completion within the award term:

    - *Grantees meeting* (held during the funding period at month 6 and month 12) to discuss/present works-in-progress or results with other grantees, researchers and the review committee.
    - *PRG Annual Symposium*, held on [date TBD] in the UCSF Fresno Auditorium to formally present the data/results.

3. All studies involving human participants must have approval or exemption from the CMC IRB, as well as evidence of IRB approval from other institutions involved in the project (as appropriate), within six months of receiving their award letter. Studies involving research on live animals or on tissues collected from live animals will require approval from the appropriate Institutional Animal Care and Use Committee (IACUC). If a project is selected for funding, proof of IRB or IACUC approval must be supplied before funds can be released.

4. Investigators seeking funding for biospecimen testing will be asked to submit a data-sharing plan that will allow the sharing of de-identified, individual-level biomarker data through collaborative agreements after the initial publication of results.

5. Investigators will submit annual progress reports detailing study activities and describing any issues that may have delayed study progress. Progress reports must include a completed Financial Status Report (FSR). The UCSF Fresno Finance Office can assist you in completing the FSR (see attached FSR template). The reports will be evaluated by the review committee to determine whether or not grantees will receive continued funding.

6. Investigators are required to submit a final report, including a final FSR. Any residual funds will be returned to the PRG program. CCFMG strongly encourages the presentation of research findings at National scientific meetings **and** publication of these results in scientific journals (including those that do not find an association or effect). All publications and presentations resulting from the research funded by CCFMG must be acknowledged as: *This research was supported by the CCFMG PRG program.*

Evaluation of Applications and Criteria for Review

Applications that are complete and meet eligibility requirements will be evaluated by the review committee. The committee will make the final funding decisions after considering the scientific merit and the alignment of the highest quality proposals with the stated goals and areas of emphasis.

SCIENTIFIC REVIEW: Applications will be evaluated for scientific and technical merit by the review committee and assigned an overall score, in accordance with specific review criteria:

1. **Scope:** Does the project address the research priorities outlined in the funding announcement (e.g. health equity focus, relevance to community)?

2. **Approach/Innovation:** Is the research question and proposed design appropriate for the project scope and timeline? Is the proposal novel or innovative?

3. **Investigative team:** Does the proposed team include members who are experienced in areas that are directly related to the proposed project?

4. **Interdisciplinary:** To what degree does the project use a interdisciplinary approach, including engagement with the community? An interdisciplinary team with differing areas of professional and community-based expertise is encouraged.

5. **Departmental support:** Does the project have the support of the departments and/or organizations involved (e.g. Letter of Support from department chair acknowledging protected time for PI to complete project)?

6. **Budget:** Is the budget appropriate for the project scope and timeline (see examples below)?

7. **Feasibility:** Is there a sufficient patient pool to conduct the study and how will subjects be recruited? Are there potential barriers related IRB or hospital support services? Does the study overlap with the PI's clinical responsibilities?

Budget Preparation

The following costs should be considered when preparing your budget. Investigator salary support may not be included in the budget.

Start-up: $2,000

Preparing and submitting the IRB application, as well as responding to post-IRB review requests, can be a time consuming and arduous process. The Clinical Research Center employs a Regulatory Specialist who can assist investigators with the IRB process.

Study Personnel: $5,000-$20,000/year

Depending on the type and complexity of your study, trained research staff may be needed to implement and manage your project. If your department does not have an available research coordinator, the Clinical Research Center employs a team of Clinical Research Supervisors, Coordinator and Assistants who may be available to support your study. Consult with the Clinical Research Center Director to discuss needs and estimated costs (e.g. a certified clinical research coordinator working one day/week (20% effort) would cost approx. $20,000/year).

Study Procedures: TBD

UCSF Fresno has negotiated a research rate with the hospital for all research-related procedures performed by CRMC support services. Examples of common study procedures and rates are provided below. Consult with the Clinical Research Center Director to review proposed study procedures and estimated costs.

LAB

• CBC w/diff	$23	• LDH	$12
• CMP	$30	• BNP	$37
• Liver panel	$10	• Vitamin D	$25
• Carboxyhemoglobin	$21	• Hep C Ab	$16
• Glycated hemoglobin	$11	• CRP	$16
• Electrolytes	$10	• PTT	$23
• Serum creatinine	$5	• Gram stain	$17
• BUN	$5	• Troponin	$22
• Drugs of abuse	$15	• Urine pregnancy	$13

Pulmonary Function Lab

• Lung volumes	$38	• Spirometry (pre & post)	$55
• DLCO	$48	• Six minute walk test	$28
• RAW	$48		

Radiology

- CT - Chest (w & w/o contrast) $253 (plus radiologist reading fee)
- MRI - Chest (w & w/o contrast) $695 (plus radiologist reading fee)
- X-ray - Chest (two views) $102 (plus radiologist reading fee)
- TTE (w/Doppler) $240 (plus radiologist reading fee)
- Abdominal ultrasound (complete) $121 (plus radiologist reading fee)
- 12 lead ECG $55

Subject Incentives: $30 - $500 per subject

Prospectively enrolling studies should consider the time and effort required for subjects to participate in the study. While inpatient studies typically do not provide financial incentive for subject participation, outpatient studies requiring study specific visit and/or procedures will require subject reimbursement. Study visits often run 30 – 120 minutes and may involve blood draws or other tests. Typical subject reimbursement for time, travel and inconvenience ranges from $30 - $100 per visit, depending on the visit procedures, time requirement and subject benefit.

Equipment and Supplies: TBD

Prospectively enrolling studies will require general office supplies to manage study subject data. Studies involving biospecimens will require the appropriate collection and storage supplies (collection tubes, phlebotomy supplies, cryovials). There is no cost to investigators to store samples in the Clinical Research Center -80° C freezer. Studies that require the purchase of new equipment will be considered, particularly if the equipment will be utilized by other investigators at UCSF Fresno, but every effort should be made to utilize available resources at UCSF Fresno, CRMC, UCOE or other partner institutions.

University Policy Regarding Use of Research Funds

The research funding provided by CCFMG is administered by UCSF Fresno and is subject to the policies and regulations of the University (see *UCOP Allowable Costs* http://ucop.edu/research-policy-analysis-coordination/resources-tools/contract-and-grant-manual/chapter7/chapter-7-200.html). Funds may only be expended as described in the approved study budget. Disbursement of funds related to subject incentives must be managed by the institutions petty cash officer (Janna Blaauw). All study-related expenses must be approved by the UCSF Fresno Finance Office (Maria Ragan) prior to purchase (see attached *Purchasing Policy*). Subcontracts with vendors or collaborators must be reviewed, negotiated and executed by the UCSF Fresno Finance (Maria Ragan) and/or Grants and Contracts Office (Sharon Hutchinson), and must be included in the approved budget. Funds supporting research staff in your department should be administered by your department manager. Funds supporting research staff in the Clinical Research Center (CRC) will be administered by the CRC Director.