<p style="text-align:center">**—Request for Applications—**</p>

<p style="text-align:center">**Advancing Health Equity And Diversity (AHEAD)**</p>

<p style="text-align:center">**Research Pilot Awards Program**</p>

<p style="text-align:center">**APPLICATION DEADLINE: April 12, 2019**</p>

PROGRAM OVERVIEW

One goal of UW ICTR is to foster development of investigator-initiated translational research to eliminate health disparities and to promote health equity. The UW ICTR Advancing Health Equity and Diversity (AHEAD) Program addresses this goal by working to build a community of scholars dedicated to enhancing health equity and diversity research. In support of this endeavor, ICTR announces a Pilot Award funding mechanism for investigators associated with the AHEAD Program and other UW post-doctoral scholars focused on health equity research to gain experience in translational research that will facilitate their future career development. Specifically, this pilot award program seeks to support post-doctoral scholars who embrace an interdisciplinary approach to research, including those who genuinely engage community partners & stakeholders.

- Proposed research must address health disparities or health inequities as described below:

  *Differences in the incidence, prevalence, mortality, burden of disease, and other adverse health conditions or outcomes that exist between population groups based on gender, age, race, ethnicity, socioeconomic status, geography, sexual orientation and identification, disability or special health care needs, citizenship/immigration status, or other categories. Most **health disparities** are also considered to be **health inequities** – disparities that are avoidable, unfair or unjust and(or) are the result of social or economic conditions or policies that occur among groups who have persistently experienced historical trauma, social disadvantage or discrimination, and systematically experience worse health or greater health risks than more advantaged social groups.*

  Applications must cite published evidence that the health disparity/inequity is recognized by state/federal agencies as significant and warrants intervention.

- Proposed research must be translational in nature. Translational research is broadly defined. Examples include: the early steps necessary to develop new therapies from basic discoveries; the steps necessary to establish real world efficacy; and the research needed to implement and disseminate improvements in clinical practice, health services, and/or policy.

- Each award includes $10,000 maximum in direct costs for no longer than 12 months.

- Lead applicants may submit only one application as PI per year.

- Applicants must have an identified mentor who will be assisting them with their project.

- Optional informational consults will be offered for lead applicants and their research mentors in mid-February, if interest demands.

- Potential applicants are highly encouraged to contact Caitlin Scott, Communications Specialist, at cscott8@wisc.edu with any questions regarding this funding opportunity.

ELIGIBILITY of LEAD APPLICANTS

- Lead Applicants may be a scholar of the training or faculty development programs comprising the current UW ICTR AHEAD Program: T32 Health Disparities Research Scholars (HDRS), SMPH Centennial Scholars Program, SMPH Women's Health/Centennial Scholars Program, and the Family Medicine Primary Care Research Fellowship.

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UW Institute for Clinical and Translational Research

UW ICTR

- Other UW post-doctoral scholars/junior faculty focused on health equity research with an engaged mentor may also be eligible and are also encouraged to apply. Please contact Caitlin Scott to confirm your eligibility at cscott8@wisc.edu.

- Include only one Lead Applicant per proposal.

APPLICATION and SUBMISSION INFORMATION
- **Important Dates**
  o RFA release: **February 1, 2019**
  o If interest is expressed, optional informational consultations will be offered in mid-February 2019
  o Mandatory Letter of Intent Due Date: **March 5, 2019**
  o Application Due Date: **April 12, 2019 by 11:59pm**
  o Grant Review Dates: **April-May, 2019**
  o Award Date: **June/July 2019**
  o Earliest Grant Start Date: **July 1, 2019**

- **Letter of Intent**
Applicants are **REQUIRED** to submit a 1-page Letter of Intent that includes the following information:
  1. Title of proposed research project.

  2. Name, address, telephone number, email address, and AHEAD Program affiliation/UW-Madison affiliation of the Lead Applicant.

  3. Name and contact information of the research mentor who will assist in the research and career development of the awardee.

  4. A brief description of the proposed research with enough detail to determine project feasibility and programmatic relevance.

This mandatory letter of intent should be emailed to Caitlin Scott (cscott8@wisc.edu) by March 5, 2019.

- **Content and Form of Application Submission**
The pilot award application comprises information arranged into separate components. A completed application in response to this Announcement will include the following components arranged in this order, each page numbered sequentially starting with the Face Page:
  1. Face Page (use ICTR Face Page + Abstract form at the end of this document)

  2. Abstract + Key Personnel (include name, dept, project role, ERA Commons name)

  3. NIH Biosketches for key personnel and mentor using the NIH format.

  4. Budget page; budget justification (maximum ½ page); lack of existing resources to carry out project (maximum ½ page)

  5. Project narrative (maximum 5 pages)

  6. Timeline for completion of the project and literature citations

  7. A letter of commitment from the mentor directing the proposed research describing mentoring, support, and collaboration. (Letter must include explicit plans for mentor-mentee interactions, and manuscript assistance and review; mentors must also briefly describe accordance of their research portfolio with the proposed research, and a brief description of their mentoring history.)

  8. Human subjects and biological safety letters of approval, if applicable and available (Regulatory approvals may be in preparation or pending.)

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9. A letter of partnership from any non-academic community collaborators outlining their commitment to the research and their specific role in the project.

- **Submission of Completed Application**
  - o Submit all applications electronically as a **SINGLE** document, either in Microsoft Word or Adobe pdf format.
  - o Applications are <u>not</u> processed by UW Research & Sponsored Programs. Submit completed applications directly to Caitlin Scott (cscott8@wisc.edu) on or before April 12, 2019.

APPLICATION CHARACTERISTICS

- **Narrative**

  The project narrative is limited to 5 pages in length, 8.5" X 11", single-spaced, with margins set at no less than 0.75 inches, each side. Use the font face Arial, 11-point. The narrative must include the following sections in the order presented below:

  > ***See the APPLICATION REVIEW SECTION below for more detail about review criteria to be applied to this component.***

  1. Describe the proposed work to be supported by the requested funds, including the specific objectives, methods, expected outcomes, potential challenges, and next steps. In addition, if the proposed work is part of a larger project, describe how the proposed work relates to the larger project.

  2. Describe how the proposed work specifically addresses the mechanism of the health disparity or how the work will impact the health of the specific population group experiencing the inequity.

  3. Describe the collaborative nature of the project, including interdisciplinary approaches, and when relevant, the engagement of community partners. Also, mention involvement of any UW ICTR resources (e.g., Community Academic Partnerships, Biostatistics, Office of Clinical Trials) or partners (e.g., UW Collaborative Center for Health Equity, Marshfield Clinic Research Institute).

  4. Describe briefly (2-4 sentences) the relationship of the anticipated work outcomes to the applicant's future career development.

- **Budget**

  Describe the use of funds for the proposed research, including cost basis where necessary. Examples of allowable expenses include: laboratory supplies and sample testing; research personnel; research participant reimbursement; conduct of focus groups, and essential statewide participant honorarium expenses. PI salary and graduate student stipends are not allowed, nor is conference travel. Equipment purchases, with appropriate justification, will be reviewed on an individual basis. **Indirect administrative costs are not allowed**. Please contact Caitlin Scott (cscott8@wisc.edu) with any questions regarding allowable costs.

  When composing the budget, please consider that the award is limited to 12 months. Therefore, the applicant should apply for pilot grant funding in a time frame compatible with their research or career development. The "funding year clock" begins when all regulatory approvals are in hand. Project carry-over beyond 12 months will **NOT** be allowed. Applicants may use the PHS 398 budget form. Equally acceptable is to use a word processing program to create a line-item list of each expense. Present cost basis information in the budget justification.

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APPLICATION REVIEW INFORMATION
Each proposal will be evaluated using the following three criteria.
- The first will be scientific merit based on the strengths/weaknesses in each of the 5 areas listed below.
- The second will be based on a combination of programmatic relevance and judgment of the ability of funding to advance the career trajectory of the applicant.
- The third will be based on how the proposed work specifically addresses a health disparity or how the work will impact the health of the specific population group experiencing an inequity.

    Proposals without an actual health equity/health disparity connection will NOT be funded.
    Please contact Caitlin Scott (cscott8@wisc.edu) with any questions.

All applications will be reviewed and discussed by a selected committee of individuals with relevant scientific expertise. The Review Committee will rank applications and make funding recommendations to ICTR Senior Associate Executive Director, Dr. Chris Sorkness and ICTR Executive Director, Dr. Allan Brasier. All applicants will receive a brief summary statement detailing the evaluation of their proposal, following completion of the review process.

- **Significance.** If the aims of the project are achieved, how will scientific knowledge, technical capability, and/or clinical practice improve? How will successful completion of the aims change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field?
- **Investigator.** Are the PI, collaborators, and other researchers well suited to the project?
- **Innovation.** Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense? Is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions proposed?
- **Approach.** Are the overall strategy, methodology, and analyses well-reasoned and appropriate to accomplish the specific aims of the project? Are potential problems, alternative strategies, and benchmarks for success presented?
- **Resources.** Are the resources needed to successfully complete the project available to the applicant?

AWARD ADMINISTRATION INFORMATION
All applicants who receive pilot awards will be required to attend a mandatory investigators' meeting to discuss administrative requirements. Among those requirements are the following:

- Lead Applicant must obtain the appropriate regulatory assurances for all protocols (e.g., IRB committee), and will forward copies of all approval documents to the ICTR grant administrator.
    - Following the expected award dates in June 2019, pilot recipients MUST have their regulatory & IRB assurances submitted by October 2019 in order to maintain appropriate timeline for completion of this 12-month project.

- Brief (1 paragraph) quarterly progress reports outlining accomplishments to date will be required of all awardees, as well as submission of final report upon project completion.

- In addition, awardees MUST acknowledge ICTR funding in all publications and presentations.
    Project number will be provided post July 1, pending notice of grant award.

- All grantees must inform the ICTR grant administrator of any publication submitted/accepted, as well as grants submitted/funded that use pilot data. Furthermore, grantees must adhere to the NIH Public Access Policy and obtain PMCID numbers for every publication utilizing pilot data.

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ICTR AHEAD Program Pilot Program
Application Face Page

Proposal ID#:	Date Received:

TITLE OF PROJECT (*80 character maximum, including spaces)*:

Principal Investigator:	
NAME *(Last, first, middle)*:	DEGREE(S):
POSITION TITLE & DEPARTMENT:	CAMPUS MAILING ADDRESS:
TEL:	FAX:	E-MAIL ADDRESS:
eRA Commons Username:	☐ Hispanic/Latino ☐ non-Hispanic/non-Latino
Gender: ☐ Male ☐ Female	REQUESTED AMOUNT:
PROPOSED PERIOD OF SUPPORT:	
HUMAN SUBJECTS: ☐ No ☐ Yes ☐ Pending	IRB Approval Date:

SPECIAL CRITERIA (Check all that apply and indicate specific criterion, e.g., Marshfield collaboration.)

☐ Targeted research collaboration: Interdisciplinary collaboration, junior-senior partnership, Marshfield collaboration:

ICTR-AHEAD Program Pilot Program
ABSTRACT Form

Abstract (maximum 500 words)**:** Provide a concise description of the proposed research. The abstract must include descriptions of (1) the rationale supporting the proposed research; (2) the specific hypothesis or hypotheses to be tested and the expected results; (3) the research aims and design; and (4) how the project uniquely advances our understanding of the topic being addressed.

Project/Performance Site: Primary Location

Organizational Name:

Street:

City: State: Zip:

Senior/Key PERSONNEL

Name	eRA Commons Name	Organization	Role on Project

Other Significant CONTRIBUTORS

Name	Organization	Role on Project