University of Utah Research Incentive Seed Grant Program: School of Medicine

Request for Proposals

Deadline for submission of new applications: **Monday, December 2, 2019 at 5:00PM MST**
Submit application online through CompetitionSpace at https://utah.infoready4.com

Overview

This Request for Proposals is for one-year pilot projects supporting new, innovative areas of research. This program is specific to School of Medicine faculty. Faculty in other Departments, Institutes/Centers/Programs, the College of Cultural & Social Transformation, the Honors College and Libraries should apply via their home colleges.

Applicant Eligibility

Tenure-line faculty and Career-line faculty are eligible to apply. Faculty must be in residence at the University of Utah to be considered for Seed funding. Proposals should exhibit high potential for leveraging extramural funding. Applicants that have significant start-up, cash reserves, or are seeking gap funding to bridge support between external grants or contracts are not eligible. Preference will be given to early career-investigators, investigators that have not received funding in the last three years, and investigators pursuing a new research direction.

Application Instructions

Each Principal Investigator may only act as *submitting* applicant on one proposal. However, collaborations are encouraged and investigators are welcome to serve as Principal Investigators on proposals submitted by others.

Note:
- The proposed project should not be funded by any other mechanism/research initiative at the time of submission.
- Proposals that have already been submitted to an extramural agency or those already reviewed and found non-competitive by an extramural agency will not be reviewed. One exception to this restriction is proposals previously submitted to an extramural agency that were declined on the basis of insufficient preliminary data.
- Deadline – Submissions are due at **5:00PM MST, Monday, December 2, 2019.** Submissions should be complete and uploaded to CompetitionSpace by this deadline. **Consideration will not be given for any technical difficulties resulting in late applications.**
- Applications must be submitted electronically through the University of Utah's CompetitionSpace interface at http://utah.infoready4.com.

Applications must include:
1. Abstract: maximum ½ page (use form on VPR website)
2. Project Description: maximum 3 pages
3. Key References: maximum 1 page
4. Extramural Proposal Development Plan: maximum 1 page
5. Proposed Project Budget: not to exceed $50,000
6. Current and Pending Support
7. Biographical Sketch: complete for each Principal Investigator, not to exceed 5 pages for each
8. Letter of Support from Department Chair or Equivalent

Complete application, instructions, and formatting requirements may be accessed through the CompetitionSpace interface at http://utah.infoready4.com.

Budget Guidelines

Please prepare a one-year project budget that allocates a maximum of $50,000 into the following categories:
- Personnel: This may include technicians, postdocs, graduate students and undergraduate students, but *not* salary support for faculty salaries (summer or academic year)
- Consultant Costs (must justify)
- Equipment (please itemize): Office equipment, including computers, must be justified)
- Travel: Travel must be directly related to project research (e.g., conferences cannot be supported by this grant)
- Patient Care Costs
- Other Expenses (please itemize by category)

Note:
- Unused funds must be returned to the School of Medicine. The School of Medicine also reserves the right to recall funds being spent inappropriately.
- Grant funds cannot be used for: faculty salaries (summer or academic year); travel that is not directly related to project research (e.g., conferences cannot be supported by this grant), funding to purchase society/group memberships, consultants, or office equipment (including computers), or to pay off previously overspent accounts unless specifically justified.

Review & Funding of Proposals
- Proposals will be reviewed by a pool of researchers designated by the School of Medicine to ensure research excellence and potential for extramural funding.
- Applicants will be informed of the status of their proposal within 6-8 weeks of the submission deadline, with funding to begin March 1, 2020.
- Maximum funding per project is $50,000, with a project term of one year.
- Grant administration is the responsibility of the submitting Principal Investigator.

Post award requirements
- Within 3-months of the end of the project period, funded proposals must provide a **final report** of no more than two pages in length describing the results of the research, future directions, and plans to secure additional funding.
- Seed grant awardees may be asked to provide an update at 6 months.
- Seed grant awardees agree to participate annually in an outcomes tracking survey.

For questions regarding this RFP, please contact:
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