

Aging Institute Pilot Funding Program

Supported by the Aging Institute of UPMC Senior Services and the University of Pittsburgh

Proposals due: April 4, 2011
Award notification: June 6, 2011

Purpose:

To fund projects in aging that can lead to new lines of research with independent funding. Priority will be given to projects that promote new multidisciplinary collaborations across departments, schools and/or UPMC systems. Proposals that include shared funding with a Center, Program or other organizational unit are also encouraged.

Eligibility:

- A. The Principal Investigator should be a full-time faculty member from any school at the University of Pittsburgh who has not received an award from the Aging Institute in the previous year.
- B. The project should address issues related to aging. This includes the full range of inquiry from basic to clinical, behavioral, psychosocial, effectiveness and health services research.
- C. All awarded pilot investigators and research team members must demonstrate current ethics training certification.
- D. Proposals demonstrating collaboration between investigators from different disciplines, schools or organizational entities within Pitt/UPMC are a priority.
- E. Projects involving translational research from basic to clinical (T1) or clinical to real care settings (T2) are encouraged.

Proposals:

The Aging Institute proposes to fund up to four one year pilot projects of \$25,000 each. The proposals should demonstrate how the funding will permit the generation of preliminary data for a larger proposal.

Application Process: **Proposals are to be submitted electronically as one complete file**

1. Cover letter from PI:
All proposals should include a cover letter detailing 1) how the proposal relates to the field of aging, 2) multidisciplinary collaborations and 3) how the results will be used to develop further independent funding.
2. Pilot Proposal Form and Checklist:
Please provide a completed form/checklist following the cover letter with your proposal. The form is attached at the end of this document. **Note that there is now a required signature from a responsible party regarding assignment of effort from the investigators.**
3. Structured Abstract:
All pilot proposals must include a structured abstract, not to exceed ½ page (single spaced) in length, with the following information:
 - a. Specific Aims
 - b. Brief background
 - c. Summary of Methods
 - d. Future use of Data

4. Proposal:
The research proposal should include aims, brief background, preliminary studies (if any), methods, timeline, and references. The proposal should be no longer than 5 pages, single spaced, for aims through timeline, not including references.
5. Budget:
Include a budget request and brief budget justification (see Budget Considerations section below).
6. Biosketch:
NIH biographical sketches are required for the PI and all other faculty participants.
7. Human Subject/IACUC:
Human studies must include a human subjects section (not in the page limit) and a draft consent form. Vertebrate animal studies must include an appropriate animal studies protection plan.

Budget Considerations:

The monies awarded will support direct costs only; no indirect support will be provided. *The monies awarded may not be used for salary support for investigators. Note, however, effort is required of the principal investigator and must be reflected on the budget and budget justification. The effort must be cost shared by departmental funds or another entity that will support such effort.*

Review Considerations

1. Responsiveness to the request for applications
2. Standard NIH criteria: Significance, approach, innovation, investigator's environment
3. Innovation and potential for growth
4. Feasibility within cost and time constraints
5. Multidisciplinary collaboration

Review Process:

Final applications will be submitted to at least one member of the Aging Institute executive committee and two external reviewers (external to the University of Pittsburgh) for evaluation and scoring. Applications will be ranked and the ranks tallied for funding priority. Final recommendations will be reviewed and approved by the Aging Institute Advisory Committee.

Submission:

Submit electronically as one complete file to:

Carol Davis

Email: daviscl3@upmc.edu

Phone: 412 864-2396

Additional Program Information:

Total amount available for awards through this program for fiscal year 2011-2012 are up to \$ 100,000. Whether all of these funds will be awarded depends on the quality of the applications received.

PLEASE NOTE: No indirect costs will be provided.

If there are not sufficient meritorious proposals, a second round may be initiated. _Funding cannot be released until relevant IRB/IACUC/ research certifications are completed.

Obligations of awardees:

Upon notice of award, successful applicants will be asked to sign a short written agreement promising to comply with all applicable Aging Institute policies. All awardees will provide progress reports every 6 months during the period of award. These biannual progress reports are similar in format to an NIH progress report, listing the specific aims and any deviations from them, recruitment progress as appropriate, results, publications and any related or follow-up applications or awards for funding. Any requests for revision of aims or budget during the course of the project should be sent in writing to the Aging Institute Associate Director for Research. Awardees are also expected to present their completed work or work in progress at the Aging Institute Seminar Series. Awardees will provide updates about funding and publications annually for a minimum of three years after the period of award.

For information and questions specific to the application process (such as clarification of due dates), contact:

Carol Davis, Administrative Assistant, Aging Institute

Email: daviscl3@upc.edu

Phone: 412 864-2396

For questions about the thematic responsiveness of your planned submission, contact:

Stephanie Studenski MD MPH,

Associate Director for Research, Aging Institute

sas33@pitt.edu

Phone: 412-692-2361

Aging Institute Pilot Funding Program Form and Checklist

Title of Proposal _____

Principal Investigator

Name _____

Academic Rank _____

Primary Department/School/Organizational Unit (if UPMC) _____

Mailing Address _____

Phone _____

Email _____

Total cost _____ Human Subjects: Yes ___ No ___ Vertebrate Animals: Yes ___ No ___

Items to be included: please complete this checklist

_____ Cover letter (**1 page**)

_____ This Form

_____ Abstract (**Structured: a.) Specific Aims, b.) Brief background, c.) Summary of Methods, d.) Future use of the data; Abstract should be no more than ½ page, single spaced**)

_____ Proposal (**Maximum of 5 pages; Font size should be 11pt Arial or 12pt Times New Roman; Margins should be 1/2 inch**)

_____ Budget and budget justification (**1 page**)

_____ Biographical sketch

_____ Human subjects/consent/ vertebrate animals

If an Award is made, the awardee will abide by all guidelines established by the University, Institutional Review Board (IRB) and/or IACUC.

Signature of Principal Investigator

Date

Department Chair's Signature Institutional Account Number*

This signature certifies acceptance of principal investigator cost shared effort and no indirect cost.

* Department chair or appropriate Responsibility Center Director (e.g., division chief or institute director) who can authorize cost sharing against an Entity-02 or -04 institutional account

Submit electronically as one complete file to: Carol Davis --- davidcl3@upmc.edu