

SHP Dean's Intramural Grants Program

A. Seed Grants

Overview and Purpose:

The purpose of the Dean's Intramural Seed Grants Program is to enhance SHP faculty opportunities to develop research projects for which they can prepare competitive extramural grant applications and/or produce peer-reviewed manuscripts.

Seed grants will be considered in two general emphasis areas:

- 1) Funds up to \$35,000 may be requested for **Seed Research Awards** to support the collection and analysis of preliminary data that will be used to build the basis of a federal extramural grant application that carries full indirect cost recovery (eg., NIH, DOD, DOE).
- 2) Funds up to \$3,000 may be requested for **Teaching Innovation Awards** to support educational outcomes research projects, development of novel curricula, development of novel teaching methodologies, or teaching assessment tools that will culminate in at least one peer reviewed publication.

For both types of projects described above, it must be possible to complete the proposed project in a maximum of two years. The awards are made for a one-year term with the opportunity for a single one year no-cost extension. More than one no-cost extension will not be permitted. Unused funds must be returned to the Dean's Intramural Grand fund at the end of the first year if a no-cost extension is not approved, or at the end of two years if a single no-cost extension is approved. If the proposed study involves human subjects, the PI must provide evidence that the research team has the ability to recruit from the target population.

Eligibility:

Seed Research Awards:

The lead PI must be a full time faculty member at SHP. Co-PIs and other investigators may be from any school at Rutgers or outside Rutgers. All full time faculty are eligible to apply regardless of stage in career and regardless of prior or current research funding. Lead PI must hold a doctoral degree (PhD or clinical doctorate; PhD preferred), but co-investigators may hold any degree as long as they have the experience and skills necessary to participate in the study. If the PI has a clinical doctorate, but does not hold a PhD, they should provide evidence that they have had research training, or they should team with a co-PI who has had research training.

Additional eligibility information:

- If you were awarded a \$35,000 research grant in the previous year, you are not eligible to apply again for 2 years.
- The proposal must be distinct from existing funded awards.

- If you receive an extramural award for the proposed project after submitting the intramural grant, your Dean's Grant Program application should be withdrawn.
- Awardees of Seed Research Award grants who fail to submit an extramural grant application within 3 years of their award will not be eligible for future awards.

Teaching Innovation Awards:

The lead PI must be a minimum 50% and above time faculty member at SHP. They can hold any degree, any rank, or track.

Additional eligibility information:

- Awardees of Teaching Innovation Award grants who fail to publish a peer reviewed manuscript within 3 years of their award will not be eligible for future awards.

Budget:

Funds from \$3,000 up to \$35,000 may be requested. All costs are eligible, including publication costs, but must be justified. Salary may not be requested for Rutgers faculty, but may be requested for research support staff, graduate assistants, and consultants (i.e. methodologist, statisticians or content experts). The Department Chair must indicate their support for the project in a letter of support which must be included in the application. The Chair's support letter should confirm that the faculty member will conduct the work within their current workload and that further costs to the Department will not be incurred as a result of the award of this intramural grant. In other words, teaching reduction or teaching overload payments will not be provided for the applicant to conduct the research supported by the Dean's Intramural Seed Grants program.

Grant Application Guidelines for Seed Research Award:

Research Proposals are to be a maximum of 5 pages in length, including figures, should use a font no smaller than Arial Narrow 11, and margins at least 0.5 inch all around.

Applications should include the following sections, in the following order:

- 1) PART 1: Face Page (see attached)
- 2) PART 2: SHP Internal Submission Form (see attached)
- 3) PART 3: Table of Contents (see attached)
- 4) PART 4: 200-word Abstract summarizing the proposal
- 5) PART 5: NIH Style Biosketch (maximum 5 pages) for key personnel in order of PI, co-PI, co-investigators, other key personnel (see attached)
- 6) PART 6A/6B: Budget Request/Justification (see attached)
- 7) PART 7: Research Proposal (maximum 5 pages) that must include the following sections: Specific Aims, Significance, Innovation, and Approach (see attached).
If the proposed study involves human subjects, the PI must provide evidence that the research team has the ability to recruit from the target population.
- 8) PART 8: Plans for extramural funding applications that carry full indirect cost recovery.
- 9) PART 9: Letters of support starting with the Chairperson's letter of support.
- 10) PART 10: List of possible reviewers (attached)

Grant Application Guidelines for Teaching Innovation Award:

Teaching Proposals are to be a maximum of 2 pages in length, including figures, should use a font no smaller than Arial Narrow 11, and margins at least 0.5 inch all around.

Applications should include the following sections, in the following order:

- 1) PART 1: Face Page (see attached)
- 2) PART 2: SHP Internal Submission Form (see attached)
- 3) PART 3: 250-word Abstract summarizing the proposal
- 4) PART 4: Proposal Narrative (maximum 2-pages) that must include the following sections: Background, Project Aims or Goals, Approach and Methods, Analysis, Expected Outcomes, Potential Pitfalls, Dissemination and Publication plan (see attached).
- 5) PART 5: CVs for key personnel in order of PI, co-PI, co-investigators, other key personnel
- 6) PART 6A/6B: Budget Request/Justification (see attached)
- 7) PART 7: Letters of support starting with the Chairperson's letter of support.

Grant Submission Process and Deadline:

Please submit your full grant application by March 15, 2021 at 5:00pm EST to:
shpdeangrants@shp.rutgers.edu

Before submission please make sure that each Part is saved as a PDF document with page numbers. Note, since this is an internal program RAPSS is not required.

The timeline for the submission/selection process is outlined below:

- February 1st 2021: Application becomes available to all faculty
- March 15th 2021: Full grant application due
- August 2nd 2021(roughly): Notification of Award
- September 1st 2021: Grant awarded/start date
- March 15th 2022: Progress report due, and request for no-cost extension if needed
- August 31st 2022: Final report due unless no cost extension is granted
- September/October 2022: Presentation open to school at Dean's Intramural Grant Colloquium

Review Process:

Each grant will be independently reviewed by at least two reviewers who will submit written reviews to the review administrator. The written comments of the reviewers will be provided to the applicants after the review process is complete.

Questions:

Contact Michele Sisco at email mcoral@shp.rutgers.edu

B. Bridge Grants

Overview and Purpose:

These grants are intended for faculty whose projects have received extramural funding in the past but are experiencing a lapse in funding, or who need data to submit a competitive renewal application or to prepare a re-submission that is responsive to reviewers' concerns.

Eligibility:

Faculty who have attained extramural funding in the past and who have a plan to re-submit an application to an extramural agency for continued funding, or who are preparing a competitive renewal or re-submission in response to reviewers concerns. Must be full time SHP faculty with a doctoral degree (PhD or clinical doctorate; PhD preferred).

Budget:

Funds from \$3,000 up to \$35,000 may be requested. All costs are eligible, including publication costs, but must be justified. Salary may not be requested for Rutgers faculty, but may be requested for research support staff, graduate assistants, and consultants (i.e. methodologist, statisticians or content experts). The Department Chair must indicate their support for the project in a letter of support which must be included in the application. The Chair's support letter should confirm that the faculty member will conduct the work within their current workload and that further costs to the Department will not be incurred as a result of the award of this intramural grant. In other words, teaching reduction or teaching overload payments will not be provided to conduct the research supported by the Dean's Intramural Bridge Grants program.

Grant Application Guidelines:

Research Proposals are to be a maximum of 5 pages in length, including figures, should use a font no smaller than Arial Narrow 11, and margins at least 0.5 inch all around.

Applications should include the following sections, in the following order:

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- 3) PART 3: Table of Contents (see attached)
- 4) PART 4: 200-word Abstract summarizing the proposal
- 5) PART 5: NIH Style Biosketch (maximum 5 pages) for key personnel in order of PI, co-PI, co-investigators, other key personnel (see attached)
- 6) PART 6A/6B: Budget Request/Justification (See attached)
- 7) PART 7: Research Proposal (maximum 5 pages) that must include the following sections: Introduction, Specific Aims, Significance, Innovation, and Approach (see attached).
If the proposed study involves human subjects, the PI must provide evidence that the research team has the ability to recruit from the target population.
- 8) PART 8: Plans for extramural funding applications that carry full indirect cost recovery. (maximum 2 pages -see attached).
- 9) PART 9: Letters of support starting with the Chairperson's letter of support.
- 10) PART 10: List of possible reviewers (see attached)
- 11) PART 11: Response to previous reviewer's concerns (maximum 2 pages- see attached)

Grant Submission Process and Deadline:

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