University of Kansas Medical Center Research Institute

Research Program/Center Starter Grant
Request for Proposals (RFP)

Purpose: The objective of this RFP is to provide strategic support for faculty investigative teams to develop and refine proposals aimed at procuring programmatic grants (P01 Program Projects, P50 Specialized Programs in Research Excellence [SPORE]), center grants (P30, P20, P50, U54), and related federal and foundation grants that serve multiple investigators and benefit the institution by providing new beneficial programmatic support and/or core facilities.

Eligibility: Faculty from the schools of Nursing, Health Professions and Medicine who hold full time appointments at KUMC are eligible to apply for this award, and the PI must be a KUMC faculty member. It is permissible include collaborating faculty at other institutions if they provide essential resources or expertise, do not represent the majority of the participants, and the funds from this award are not distributed externally.

Scope: The area of investigation is not restricted by this award but will be determined by the RFP to which the applicants are responding. Programs or centers may pursue research in areas including basic biomedical, preclinical, clinical, community, epidemiological and meta-analytic investigations employing animals, models, and human subjects, specimens and/or populations.

Maximum: Up to $15,000 per year for one year, as justified by critical activities and need.

Eligible Expenses: Funds are to be used to provide necessary assistance in formulating a successful application. Types of expenses that would be eligible for support include:
- consulting services providing critical scientific input
- external advisory committee travel funds for a mock site visit
- fees for reading and/or editing draft versions of an application
- administrative expenses for coordinating application assembly, compilation and uploading, if not otherwise available through department or center support staff

Funds may not be used for faculty or research staff salaries or travel to meetings, or for pilot experiments unless specifically required by the RFA and for which other resources are not available. Other expenses for activities specifically required by the RFA will be considered for eligibility on a case-by-case basis.

Proposal Format: The proposal should include the following organized in order as a single PDF:
- A cover letter indicating:
  - the project title
  - The funding mechanism being pursued
  - the lead and collaborating co-investigators
  - composition of all faculty research teams
  - a brief paragraph describing the proposed program or center
  - a statement as to how, if funded, this will advance the research mission of KUMC
  - all proposed cores or research facilities to be incorporated in the application.
- A copy of the Request for Proposals or program announcement
- The Research Plan. Limit to 3 single-spaced pages with 0.5” margins and 11-point Arial font. Describe the projects or themes and any core facilities in detail sufficient to allow a comprehensive analysis of the plan.
- A detailed budget. All expenses must be itemized,
- A detailed budget justification. Provide a rationale for each itemized expense listed in the budget in the context of its necessity for a successful application.
- Budget documentation. Include letters, vendor estimates, price lists, invoices or other information supporting the accuracy of the requested amounts.
- Biosketches for all principal participants in the program or center.
Process and Criteria: Proposals will be reviewed by the RI Research Committee. Decisions will be based on the probability of success, the likelihood that the successful application will strengthen the KUMC research environment, the strength of the team, and the uniqueness (non-redundancy) of the resources under development. Final decisions will be made by KUMC RI Research Leadership.

Submission: A single PDF document of the proposal and all supporting material sent to krobertson@kumc.edu

Timeline:
- Proposals may be submitted at any time.
- Expected award announcement: As soon as possible after submission.
- Expected effective date of funds: As soon as possible after award.

For further information, contact:
Kelly Robertson, ext. 8-5436, krobertson@kumc.edu
Jamie Caldwell, ext. 8-5589, jcaldwell4@kumc.edu
Peter G. Smith, PhD, ext. 8-5970, psmith@kumc.edu