

**Arkansas Children's Research Institute**  
**Funding Opportunity: ACRI/ABI Postgraduate**  
**Research Grant**



**Program Overview**

<b>Program Purpose</b>	This grant mechanism will support investigator-initiated, hypothesis-driven (goal directed) research directed by trainees conducting pediatric research. Grant applications must focus upon research that is directly relevant to the development and/or health of infants, children, or adolescents.
<b>Eligibility Requirements</b>	Eligible candidates include those with MD, PhD, MD/PhD, PharmD or PharmD/PhD degree who have completed their first year of postgraduate training by the award date.  All trainees must apply with a faculty mentor(s) and scholarly oversight committee. Mentors will assume responsibility for the scientific integrity and conclusion of work proposed.

**Key Dates\***

<b>Letter of Intent Due Date</b>	March 1
<b>Application Workshop</b>	TBA (mid-March)
<b>Budget Due Date</b>	May 1
<b>Application Due Date</b>	June 1
<b>Award Date</b>	August 1

\*If a due date falls on a weekend, documents will be accepted until 5pm the next business day.

**Award Information**

<b>Funds Available and Anticipated Number of Awards</b>	Up to 2 grants will be awarded annually. Final funding decisions are contingent upon the quality of applications submitted and the institutional availability of funds.
<b>Award Budget</b>	\$30,000 total (\$15,000 per year)  If awardees are successful in reaching their research goals, they will have the opportunity to apply for an additional \$20,000, 12-month, administrative supplement at the end of year 2.
<b>Award Project Period</b>	Up to 24 months

**Letter of Intent**

A LOI is due no later than 5 p.m. on March 1 of each year. The LOI should be submitted via REDCap <https://redcap.link/IntramuralGrant>. The LOI will include the following components:

The LOI should be no longer than one page in length and include the following components:

1. Principal Investigator: Name/Title/Contact Information/Postgraduate Year
2. Project Title
3. A brief description of the proposed research

4. Three (3) recommended reviewers based on ACRI's Conflict of Interest criteria:
  - a. The reviewer is not named on the application in any role
  - b. The reviewer has no direct or indirect financial interest in the proposal
  - c. The reviewer is not planning to collaborate with the PI or mentor in the next year
  - d. The reviewer has not published, collaborated or mentored any of the proposed Key Personnel
  - e. The reviewer is not providing a letter of support for the application
  - f. The reviewer is not serving as a member of an advisory board/scholarly oversight committee for the project under review
  - g. The reviewer has not served as a member of an advisory board/scholarly oversight committee for any proposed Key Personnel during the past one year
  - h. The reviewer is not listed as Senior/Key Personnel, mentor, collaborator or Scholarly Oversight Committee member for a competing application
5. Faculty Mentor: Name/Title/Organization
6. Co-mentors and Scholarly Oversight Committee Members: Name/Title/Organization

Upon receiving the LOI, the information will be reviewed. Applicants will be contacted and invited to apply with a full submission.

Each applicant may only submit one Letter of Intent per grant cycle.

## **Application and Submission Information**

### **Application Characteristics**

- Describes original, investigator-initiated research that is hypothesis driven and has specific aims that can be successfully executed in a 24-month period.
- The proposed scope of work must be appropriate for time available to the trainee to enable completion of the project.
- The proposed project must be of sufficient scientific rigor to support development of a peer-reviewed scientific / professional publication, and to support further investigations worthy of external funding.
- Personnel costs for UAMS faculty cannot be included in the final budget (excluding biostatistics).
- Support for a biostatistician cannot exceed 20% effort.
- No preliminary data are required, but may be included if available.
- [Application materials](#) will follow the NIH F32 format. This format includes a detailed timeline for project conduct, completion, analysis, eventual publication and procurement of extramural funding.

### **Application Package**

Forms will be provided at the time of invitation to submit a full application and are available on the ACRI website: <https://www.archildrens.org/research/resources-for-researchers>.

Please see [Attachment 1](#) for a complete listing of the required forms and instructions for preparing the required documents.

### **Scholarly Oversight Committee**

The scholarly oversight committee will consist of the applicant's mentor(s) and at least two additional faculty members who are not direct mentors of the applicant, but have significant expertise to contribute to successful completion of the project and/or the career development of the applicant. The purpose of the committee is to provide additional guidance to the applicant in study design, project execution, approach to obtaining external funding, and career development. The committee is required to meet quarterly throughout the project period and must provide written reports detailing the applicant's progress on the project and career development goals as outlined in the mentorship plan and any recommendations by the committee.

### Application Review and Selection Process

A panel using current NIH criteria will review grants. This panel will be constituted by the ACRI President who will have oversight responsibility for the grant program. All proposals will be scored by the panel and prioritized for funding by the ACRI President.

### Reporting Requirements upon award

A written progress report is due approximately every 6 months and/or upon request. At this time, the awardee and mentor will meet with the ACRI president to discuss the progress of the project. Failure to submit timely reports or reply promptly to meeting requests may jeopardize future funding.

### **Application Submission Contact Information**

Karla Whiffen, ACRI Grant Development Specialist

Telephone: 501-364-2172

Email: [WhiffenKM@archildrens.org](mailto:WhiffenKM@archildrens.org)

## Attachment 1 – Application Materials & Research Strategy Requirements

On or before 5 p.m. on the deadline date, an applicant must upload a combined PDF copy of their application to REDCap. Instructions will be provided at time of invitation.

Forms will be provided at the time of invitation to submit a full application and are available on the ACRI website: <https://www.archildrens.org/research/resources-for-researchers>.

### Application Materials

Use at least one-half inch margins (top, bottom, left, and right) for all pages. For font, use an Arial typeface, a black font color, and a font size of 11 points or larger. Do not include headers, footers or page numbers. Captions on tables or figures must be no smaller than Arial 8-point font.

The final application must include the following items in order:

1. Project Summary/Abstract (limit: 30 lines of text)  
State the application's broad, long-term objectives, making reference to the pediatric health relatedness of the project. Briefly describe the research design and methods for achieving the stated goals. Be sure that the project summary reflects the key focus of the proposed project.
2. Specific Aims (1 page)
3. Research Strategy (6 pages)

The research strategy should include the following sections:

#### *A. Significance*

- Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses.
- Explain how the proposed project will improve scientific knowledge, technical capacity, and/or clinical practice in one or more broad fields.
- Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed in the proposed aims are achieved.

#### *B. Innovation*

- Explain how the application challenges and seeks to shift current research or clinical practice paradigms.
- Describe any novel theoretical concepts, approaches or methodologies, instrumentation or interventions to be developed or used, and any advantage over existing methodologies, instrumentation, or interventions.
- Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions.

#### *C. Approach*

- Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. Include how data will be collected, analyzed, and interpreted as well as any resource sharing plans as appropriate.
- Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the aims.
- If the project is in the early stages of development, describe any strategy to establish feasibility, and address the management of any high risk aspects of the proposed work.
- Point out any procedures, situations, or materials that may be hazardous to personnel and precautions to be exercised.

- If research on Human Embryonic Stem Cells (hESCs) is proposed but an approved cell line from the NIH hESC Registry cannot be identified, provide a strong justification for why an appropriate cell line cannot be chosen from the Registry at this time.
- Identify anticipated problems/pitfalls and proposed solutions/alternatives.

#### *D. Future Directions*

- Describe how the completion of the project will support the development of the applicant as an investigator and career plans in next 3 to 5 years
- Describe the next set of investigations that is expected to emerge from the project
- Describe plans to obtain extramural funding

#### 4. References/Bibliography

#### 5. ACRI Intramural Research & Related Budget Form

#### 6. ACRI Intramural Budget Justification Form

#### 7. NIH Biographical Sketch for all Key Personnel using [SciENcv](#).

Section A of the biosketch should detail the expertise of the investigator relative to applicant's proposed project and the role they will serve in its execution. Biographical Sketches are required for the following:

- PI
- Mentor(s)
- All key personnel

Section A of the biosketch should detail the expertise of the investigator relative to applicant's proposed project and the role they will serve in its execution.

#### 8. Applicant's Background and Goals for Postgraduate Training (up to 6 pages)

Organize the Applicant's Background and Goals for Postgraduate Training section in the specified order and use the instructions provided below. Start each section with the appropriate heading - Research Experience, Training Goals and Objectives, and Activities Planned Under this Award.

##### *A. Research Experience*

Briefly summarize your past research experience, results, and conclusions, and describe how that experience relates to the proposed project. In some cases, a proposed project may build directly on previous research experiences, results, and conclusions. In other situations, past research experiences may lead a candidate to apply for a project in a new or different area of research. Do not list academic courses in this section.

Applicants with no research experience: Describe any other scientific experiences. Specify which areas of your proposed research were part of your predoctoral thesis or dissertation and which, if any, were part of a previous postdoctoral project.

##### *B. Training Goals and Objectives*

- Describe your overall training goals for the duration of the proposed project and how the proposed project will enable the attainment of these goals.
- Identify the skills, theories, conceptual approaches, etc., to be learned or enhanced during the award, including, as applicable, expertise in rigorous research design, experimental methods, quantitative approaches, and data analysis and interpretation, as applicable.
- Discuss how the proposed research will facilitate your transition to the next career stage.

##### *C. Activities Planned Under this Award*

The activities planned under this award should be individually tailored and well-integrated with your research project.

- Describe the research skills and techniques that you intend to learn during the award period.

- Provide a timeline detailing the proposed research training, professional development, and clinical activities for the duration of the award.

9. Detailed Mentoring Plan and Mentor Statement

The mentor(s) must describe their role and willingness to participate in the project, and explain how they will contribute to the development of the candidate's research career. Each statement should include all of the following:

- The plan for the candidate's training and research career development. Include information not only about research, but also about other developmental activities, such as seminars, scientific meetings, training in RCR, and presentations. Discuss expectations for publications over the entire period of the proposed project. Define what aspects of the proposed research project the candidate will be allowed to continue to pursue as part of his/her independent research program.
- The nature and extent of supervision and mentoring of the candidate, and commitment to the candidate's development that will occur during the award period.
- A plan for transitioning the candidate from the mentored stage of his/her career to the independent investigator stage.
- Describe the mentor's previous experience as a mentor, including type of mentoring (e.g., graduate students, career development awardees, postdoctoral fellows), number of persons mentored, and career outcomes.

10. Facilities and Resources (boilerplate available)

Describe how the scientific environment in which the research will be done contributes to the probability of success (e.g., institutional support, physical resources, and intellectual rapport). In describing the scientific environment in which the work will be done, discuss ways that the proposed studies will benefit from unique features of the scientific environment or from unique subject populations or how studies will employ useful collaborative arrangements.

11. Statistical Plan

Describe your plan for statistical support including expertise required and statistical collaborators for your proposal (1 page). Include a letter of support from your biostatistician. If PI will serve in the biostatistical role, provide a paragraph detailing this.

12. Letters of Support

- Provide a LOS from each Scholarly Oversight Committee member detailing the expertise they provide to the applicant and their commitment to serve on the committee
- Provide a LOS from non-key personnel collaborators/vendors/core laboratories, etc. (if applicable)
- Provide a LOS from biostatistician.

## **Application Checklist**

✓		Item	Notes
	1.	Project Summary/Abstract	Limit: 30 lines of text
	2.	Specific Aims	Limit: 1 page
	3.	Research Strategy	Limit: 6 pages
	4.	References/Bibliography	No page limit
	5.	ACRI Intramural Research & Related Budget Form	Form will be provided at the time of invitation to submit a full application
	6.	ACRI Intramural Budget Justification Form	Form will be provided at the time of invitation to submit a full application
	7.	Biosketches	<a href="#">SciEncy</a> Common Form required Limit: 5 pages each
	8.	Detailed Mentoring Plan and Mentor Statement	Limit: 6 pages
	9.	Applicant's Background and Goals for Postgraduate Training	Limit: 6 pages
	10.	Facilities and Resources (boilerplate available)	No page limit
	11.	Statistical Plan	Limit: 1 page
	12.	Letters of Support	No page limit

## **Attachment 2 – Approved and Not Approved Expenses**

This attachment provides guidance regarding expenses that this program will or will not cover. The list is not all-inclusive; please contact Karla Whiffen ([Whiffenkm@archildrens.org](mailto:Whiffenkm@archildrens.org)) with any questions.

### **Allowed Grant Expenses**

Salary/Fringe of Principal Investigator

- base salary not to exceed current NIH salary cap
- minimum of 1% effort
- Maximum 10%

Salary/Fringe of Co-Investigators

- base salary not to exceed current NIH salary cap
- minimum of 1% effort
- Maximum 5%

Salary/Fringe of research personnel (coordinators, assistants)

- base salary not to exceed current NIH salary cap
- minimum of 1% effort
- Maximum 20%

Salary/Fringe of statistical support personnel

- base salary not to exceed current NIH salary cap
- minimum of 1% effort
- Maximum 20%

Computer/Software (with clear justification they are needed for the proposed research)

Indirect Costs on Subawards up to 10% MTDC

Equipment

Office Supplies (research related only)

Publication Costs of Publishers (applicants are highly encouraged to seek publication in a journal without a submission fee)

Supplies for Research Project (actual research costs)

Travel

### **Expenses Not Allowed**

Any Expense Not Directly Related to Research Activity

Any Personal Professional Fee

Board Exam Fees

Board Review Courses

DEA #

Lab Coats

Medical Licenses

Membership Dues to Societies and Professional Organizations

Personnel Costs for UAMS Faculty (excluding biostatistics)

Periodicals

Professional Liability Insurance

Subscriptions

Telephone and Pager