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DATE: January 3, 2012

TO: CVMBS Faculty

FROM: Dr. Quint Winger, Chair
College Research Council

Dr. Sue VandeWoude
Associate Dean for Research and Graduate Education

SUBJECT: Call for Research Proposals

PROPOSAL DEADLINE: 5:00 PM on Monday, March 19, 2012

I. GENERAL

The Research Council of the College of Veterinary Medicine and Biomedical Sciences solicits and evaluates research proposals for funding each year. ***CRC funds are intended for use as seed monies to support faculty development by increasing competitiveness for extramural funding.***

CRC encourages proposals by junior investigators and discourages recurrent internal funding of long-standing projects when alternatives exist. **Several changes to CRC guidelines will occur this year and are highlighted in the text below.**

Source	Est Amount	Purpose	FY13 Changes
Racing Commission	\$75,000	Support postmortem surveillance and pilot research proposals that benefit equine health	Postmortem surveillance automatically funded
CSU Research Foundation accounts	\$35,000	Support pilot projects benefiting companion and large animal health (also known as "Miki").	No changes anticipated, though funds will be available to support bovine work this year.
Shared Research Program	\$100,000 from CVMBS with 50:50 match required	Supports pilot projects, and early career investigators. No restriction on subject matter.	Cost share will be required and noted on application.
"Translational Award"	\$25,000	New program to support collaborative projects with basic and clinical science components. Value to human and animal health with high probability to lead to extramural funding.	
USDA	\$50,000	Support projects for	Awards will be made on federal

Animal Health and Disease Research Proposals		investigations of interest to USDA (primarily agricultural species)	fiscal year timetable (Oct 1-Sept 30).
Animal Health and Disease Supplemental Award	\$50,000	Funding mechanism for equipment, supplies, and personnel requests allowable by USDA AHD.	New mechanism with separate application process. Allows prioritization and flexibility in assignment of year-end AHD allocations.
USDA Agriculture Experiment Station	~\$150,000	Supports investigators who participate in multistate projects (see below).	Modified application process.

Racing commission funds support equine research, particularly on projects of interest to Colorado horse associations.

Funds from the Miki Society are derived from donations from companion and large animal owners via Colorado veterinarians and are designated for specific companion animal research projects.

Shared Research Program (SRP) will support important research projects without restriction of subject matter. Funding for SRP projects will be shared equally by the home Department and the Dean's Office, and require agreement of the Department Chair to share the costs of the research if funded. The departmental match must come from RI, PVM or RA/RSP sources. Maximum budget for SRP is \$20,000 (\$10,000 Dean's Office, \$10,000 Department).

This year the Dean's office will fund a 'Translational Award' of up to \$25,000. This is a project submitted by at least two faculty representing a bridge between basic and clinical sciences and is intended to encourage development of new partnerships across the college.

Animal Health and Disease funds will be solicited at the same time as other grant mechanisms listed above, but because of the nature of the USDA award structure for these funds, proposals in the fundable range will not be provided with funding until October 1, with the period of the grant extending until Sept 30 of the following year.

Two additional mechanisms will be solicited for the March 19, 2012 deadline, but are described in a separate document that is released concurrent with this announcement:

1. In addition to research projects, supplemental funds of up to \$20,000 may be requested for lump sum allowable costs to support AH&D relevant projects. The rationale for this award is to allow efficient use of resources that are identified in the middle of the federal Fiscal Year.

2. USDA and Colorado Agriculture Experiment Station funds will be awarded to investigators who participate in multistate regional research projects using simplified guidelines that focus on annual reporting. Multistate projects are listed on http://lgu.umd.edu/lgu_v2/ and http://www.colostate.edu/Depts/AES/resprojs_curr.html.

The instructions for both of these mechanisms are described in a separate document. A subcommittee of the CRC, which may include ad hoc members familiar with these grant mechanisms will evaluate these proposals.

Due to limited resources only 1 application will be funded from these sources per principal investigator (PI). In general, CRC range from \$3000 to \$30,000; the FY12 average award was \$17,000. Investigators awarded Experiment Station funds will not be eligible for AHD research awards; however, the Associate Dean for Research and Graduate Education may distribute AHD research funds for AES proposals depending upon fund availability, nature of proposals submitted, etc.

II. DEADLINES

The deadline for receipt of all proposals is **5:00 PM on Monday, March 19, 2012**. Note that Animal Health and Disease proposals will be evaluated alongside other research mechanisms, but will be funded on the federal fiscal year (ie 10/1/12-9/30/13).

Please submit: (1) the original face page with signatures, and (2) the body of the proposal as an electronic copy (Word document or converted PDF only- scanned copies are not acceptable) to Aimee Oke in the Dean's Office (W102 Anatomy Building). **LATE APPLICATIONS WILL NOT BE CONSIDERED.**

III. ELIGIBILITY OF PRINCIPAL INVESTIGATOR

CVMBS faculty members (regular or special appointment) are eligible to apply for support. Special consideration will be given to proposals from early career faculty (typically assistant professor rank). Faculty whose salary is paid 100% by research funds should contact the Associate Dean for Research and Graduate Education to confirm their eligibility.

Several outstanding proposals from FY12 representing different funding categories will be made available by request to the Associate Dean for Research and Graduate Education. Grant preparation guidelines and tips are included as a separate attachment.

IV. PREPARATION OF PROPOSALS

Proposals must be prepared according to the format outlined below.

Proposal Submission instructions:

1. Submit **the original signed face page** of each proposal to:
Aimee Oke- CVMBS Dean's Office (W102)
1601 Campus Delivery, Fort Collins CO 80523-1601

(via mail or hand delivery)

2. Email an electronic copy of just the proposal (signed face page not required) in word or converted PDF format. Scanned copies of proposals are not acceptable. Send email to Aimee.Oke@colostate.edu.

The *Just in Time* policy will be in effect for proposals requiring regulatory committee review or special authorization. Proposals that involve or utilize research animals, biohazards, human subjects, or Veterinary Teaching Hospital facilities will **not** be required to submit the respective forms with the grant proposal. **However, funding will not be released for funded proposals until required regulatory compliance approvals have been obtained.**

V. FORMAT FOR PROPOSALS:

The proposals must be single-spaced, double-spaced between paragraphs, in letters no smaller than 12 pt; margins must be ≥ 1 inch. **Figures or tables must be of similar letter size and readable.** Avoid the use of dense fonts, which are difficult to read. Clear, direct, concise statements are encouraged. Supporting documentation, such as abstracts, preprints or reprints, must be submitted as an appendix and are excluded from the page limitation. **Proposals exceeding stated page limits will be rejected without review.**

Instructions for Ag Experiment Station and AHD supplement are provided in a separate document.

Instructions for Equine Racing Commission, Foundation, SRP, Translational (including supplemental instructions, see below), and AHD Research proposals:

The page limit for items 3A-E is five (5) single-spaced pages.

1. Complete face sheet and signature page.
2. A two page CV prepared using the NIH format (for PI and co-PI) (grants.nih.gov/grants/funding/424)
3. The proposal proper (**see Evaluation Criteria below**):
 - A. Statement of hypothesis, specific aims/objectives.
 - B. Background and Significance: the significance of the problem to be investigated, with literature citations and preliminary data if appropriate.
 - C. Research Design and Methods: Experimental design and methods (including statistical analyses when appropriate).
 - D. Anticipated outcomes, impact, and potential pitfalls: A description of anticipated results and the impact of the work in advancing the field. Provide a description of possible obstacles and how they will be managed.

- E. Qualifications of the assembled team and plans for future research funding related to this project.
 - F. References (Note: Not included in page limitation)
4. Budget. Items must be budgeted under the categories listed on the attached "Sample Budget". The budget must be adequately detailed and justified. Graduate student stipends should be budgeted at a rate of \$1,370 (minimum) per month for 2012-3 and only resident tuition should be requested (estimate at \$3,996/semester). **NOTE: Animal Health & Disease funds cannot be used to pay for student tuition.**

Translational Research Proposal Supplementary Instructions:

Complete Sections 1-4 above. After section 3C, insert up to an additional page addressing the following points:

- a. Clearly identify the clinical and basic science components of the application, including participants and their expertise, and the resources available for this proposal in each laboratory.
- b. Describe any novel components related to the experimental design, and the nature of the collaborations (ie ongoing or new collaboration, complementary expertise of participants, interdisciplinary nature).
- c. Describe why the proposed work is considered 'Translational'.

SAMPLE BUDGET

- 1. SALARY EXPENSE
Salaries for GRAs, state-classified personnel, and all types of hourly expense should be itemized. Partial salary for GRA can be requested.
- 2. EQUIPMENT EXPENSE
If equipment exceeding \$500/unit cost is requested, extensive justification must be provided.
- 3. OPERATING EXPENSES
All consumables: VTH pharmacy, VTH storeroom, chemistry stockroom, bookstore supplies, lab supplies, animal purchase, feed, etc.
- 4. TRAVEL EXPENSE
Include only travel necessary to conduct the proposed research. Travel to meetings is not allowed.
- 5. OTHER DIRECT EXPENSE
Services: lab animal care, analytical tests, laboratory analyses, **tuition**, equipment maintenance and any other type of intangible goods except salary expenses.

The following are **not** allowable expenses:

- Salaries for faculty
- Salaries for non-CSU personnel

- Salaries for administrative/support staff
- Off-campus services (if unavailable on campus, prior approval should be obtained by the Associate Dean for Research and Graduate Education)
- Travel to scientific meetings
- Computers, peripherals, or software
- Publication costs

VI. EVALUATION OF PROPOSALS

The College Research Council will evaluate proposals and will make recommendations regarding funding to the Associate Dean for Research and Graduate Education. Investigators will be notified approximately two months before the beginning of the grant period. Grant awards start October 1 for AHD funded projects, July 1 for all others.

The Council will confine its considerations during the review to the material in the grant proposal. To allow the reviewers a high degree of objectivity, faculty should adhere to the guidelines for preparation of proposals. Failure to do so will be grounds for rejection without scientific review.

Proposals must contain a testable hypotheses and sufficient details regarding experimental design and statistical analysis. **Please remember that all reviewers may not be experts in your area of research. Thus, proposals should be written with adequate background information and a minimum of technical jargon. Proposed funding must be justified regardless of past research productivity or funding.** Critique rebuttals will not be considered since the case for funding should be contained within the original proposal.

EVALUATION CRITERIA (for all proposals other than Ag Experiment Station Funds)

Points	Part of Proposal
20	<p>A. Hypothesis/Specific Aims</p> <p>(10 points) Introductory paragraph. Clear description of hypothesis to be tested -including brief summary of background material that led the investigator to form the hypothesis</p> <p>(10 points) Clear description of one or two specific aims that will address the hypothesis to be tested. Each specific aim should be accompanied by a list of the experiments that will be performed to address this specific aim. These may be written in the form of questions that the experiments will attempt to answer.</p>
40	<p>B. Background and Significance</p>

(15 points) This section should expand on the introductory paragraph and include a concise review of the literature that supports the hypothesis to be tested. Preliminary data should be included here if available.

(25 points) It is the responsibility of the investigator to convince the reviewer of the significance of the problem to be tested

10 **C. Research Design and Methods.**

Provide concise detail of the methods to used.

20 **D. Anticipated Results, Impact, and Potential Pitfalls.** Provide a critical evaluation of the potential results and the potential impact of the work to the relevant discipline. What are the potential problems that may be encountered with each experiment?

10 **E. Qualifications of Assembled Team and Expectation for Future Funding.** Provide detailed information regarding experience of the team that provides evidence of required expertise to complete the described studies, and plans for pending or future funding.

10 Early Career Bonus. Early career investigators will be awarded up to 10 additional points.

Impact Score: In this grant cycle, reviewers will also assign an ‘impact score’ based on overall enthusiasm for the grant. This score will be on a 1-5 point scale and will be used to provide an overall rating that blends all elements of the objective scoring noted above. Both the total score and impact score will be assessed during the review and funding process.