



DEPARTMENT OF DERMATOLOGY

## Skin Disease Research Center

UNIVERSITY OF WISCONSIN

SCHOOL OF MEDICINE AND PUBLIC HEALTH

### Basic & Clinical Translational Research Pilot Awards Program

**DEADLINE: 4:00 PM, Monday, April 2, 2018**

**Funding Start Date: September 1, 2018**

The University of Wisconsin Skin Disease Research Center (UW SDRC) is supported in part by a grant from the National Institute of Arthritis and Musculoskeletal and Skin Diseases (NIAMS). The Pilot and Feasibility Studies Program of UW SDRC invites applications to support exploratory studies of outstanding merit. These studies should be relevant to NIAMS mission of explorations of innovative research ideas that will enhance skin biology and disease research activities.

#### **APPLICATION and SUBMISSION INFORMATION**

Application should be 8.5" X 11", single-spaced, with margins set at no less than 0.5 inches, each side. Use the font face Arial, 11-point.

#### **The following sections are required for consideration:**

- Completed Face Page
- Description of facilities and relevant major equipment
- Scientific Abstract (1 page limit)
- Budget and justification (see below)
- Biographical sketches of PI and co-Investigators (in current NIH format)
- Specific Aims with clear, measurable objectives (1 page limit)
- Research Plan (**4 page maximum**), which should include:
  - Background information
  - Brief description of your prior accomplishments and/or preliminary data
  - Description of the experiments you plan, including plans for analysis
  - Discussion of how the pilot funding will lead to future funding
- References/Citations (no page limit)
- If Vertebrate Animals will be used: Please complete Use of Vertebrate Animals section
- If Human Subjects Research applies: Please complete Human Subjects sections

#### **Budget**

Please include only those costs directly supporting the proposed research. Examples of allowable expenses include:

- Laboratory supplies (reagents, kits, consumables)
- Sample testing and analysis through UW research cores
- Research participant reimbursement and essential participant travel/parking expenses
- Personnel salaries, with the following restrictions:
  - Investigator salary, but only with clear justification of necessity, and amount should be limited (no more than 2%)
  - Graduate student and postdoctoral fellow stipends, with similar clear justification (tuition remission must be included)
- Equipment essential to the study, but not otherwise available (equipment costing \$5,000 or more not allowed)

Indirect costs may be awarded according to the terms of funding source, and should not be included. Final indirect costs will be determined by this pilot program. Please include cost basis information in the budget justification. If awarded, all funds must be expended during the project period, as **No Cost Extensions will not be granted**. Any unspent funds after the project end date will be forfeited.

## SUBMISSION OF FINAL APPLICATION

Submit completed application electronically as a **SINGLE** document in Adobe PDF format to UW SDRC Program Manager, at [sdrc@dermatology.wisc.edu](mailto:sdrc@dermatology.wisc.edu). Applications are due by **4:00 PM** on **Monday, April 2, 2018**.

## APPLICATION REVIEW INFORMATION

Each proposal will be evaluated using the NIH 9-point rating scale (1 = exceptional; 9 = poor) scoring system. Each application will receive a separate score for each of five core review criteria (Significance, Investigator(s), Innovation, Approach, and Environment) and Overall Impact. The preliminary impact scores will be used to determine which applications will be discussed. We will determine scientific merit by averaging these preliminary impact scores from two independent reviewers with appropriate expertise. Applications deemed of high scientific merit will be evaluated and ranked by an UW SDRC review committee. All applicants will receive reviewer's unmodified critiques, following completion of the review process. The merit of application will be judged in an NIH-style review process. Utilization of UW SDRC Core Facilities is strongly encouraged and will be a non-scored criteria during the review process.

Following primary review, the proposals will be evaluated further by a formal review panel. The panel will consider additional review criteria such as relevance to the program, new junior-senior PI partnerships, novel methodologies, or other funding priorities. They will also consider whether the budget is reasonable and justified in relation to the proposed research, and may recommend modifications.

**NOTE:** Applicants advancing to this second phase of review will be promptly notified of such. The intent of the notification is to afford applicants time to amend or construct necessary regulatory documents (IRB, IACUC, Biological Safety, etc.).

## AWARD ADMINISTRATION INFORMATION

All applicants receiving pilot awards will be required to attend a mandatory investigators' meeting to discuss administrative requirements. Among those requirements are the following:

- PI(s) must obtain the appropriate regulatory assurances for all protocols (e.g., IRB or IACUC), and will forward copies of all approval documents to the UW SDRC award administrator.
- Progress reports outlining accomplishments to date and spending projections will be required of all awardees after 6 months of funding. Awardees may be asked to give presentations on their progress for UW SDRC meetings and events.
- Within 60 days of the project end date, submit a written description of accomplishments, including conference abstracts, publications, grant applications, and plans to further develop the project. The project narrative is limited to 3 pages in length, single-spaced, with margins set at no less than 0.75 inches, each side. Use the font face Arial, 11-point. Each awardee must meet with the director of the UW SDRC Pilot Award Program, Dr. Nihal Ahmad, to discuss the final report and future directions.
- No Cost Extensions are not allowed. All funds must be expended during the project period and any remaining unspent funds will be forfeited.

**Awardees must acknowledge the support obtained from UW SDRC on all presentations and publications:** *Support for this project was provided by the UW SDRC grant P30 AR066524, funded by the National Institute of Arthritis and Musculoskeletal and Skin Diseases (NIAMS).*

In addition, all awardees must adhere to the NIH Public Access Policy and obtain PMCID numbers for every publication utilizing pilot data.

Contact Dr. Nihal Ahmad, 263-5359, [nahmad@dermatology.wisc.edu](mailto:nahmad@dermatology.wisc.edu), with any questions.