



OK-INBRE Mini Grant Call for Proposals 2021

**Application Due Date:
Monday, February 22, 2021, 5:00pm**

FUNDING OPPORTUNITY DESCRIPTION

The primary objective of the Oklahoma IDEa Network of Biomedical Research Excellence (OK-INBRE) Mini Grant program is to foster research programs at the OK-INBRE primarily undergraduate institutions so that faculty researchers may gain valuable experience in designing, conducting and reporting biomedical research, thus enhancing their ability to compete for extramural funding beyond the local level.

OK-INBRE expects to fund at least two research project Mini Grants. Funding is anticipated to be \$25,000 in direct costs per award plus applicable F&A for OK-INBRE network institutions.

The proposed research project must align with one of the biomedical research themes of the OK-INBRE program (Cancer, Developmental Biology or Infectious Diseases) and must involve collaborative research with an investigator at a research-intensive institution.

All selected projects must be approved by NIH before work on the project can begin.

Faculty may submit more than one application, provided each application is scientifically distinct. While faculty may simultaneously apply for OK-INBRE Collaborative grants, Mini-Grants, and Research Project Investigator Awards, only one award may be accepted.

Refer programmatic questions to OK-INBRE Program Manager Dawn Hammon at dawn-hammon@ouhsc.edu or 405.271.2133 x46613 or Program Director Darrin Akins at darrin-akins@ouhsc.edu.

PRINCIPAL INVESTIGATOR ELIGIBILITY

Investigators must meet the NIH definition of Early Stage Investigator (ESI) or New Investigator. Information regarding ESI and New Investigator policies can be found here:

<https://grants.nih.gov/policy/early-investigators/index.htm>

Principal Investigators must hold a full-time faculty appointment at one of the eligible institutions listed below. Individuals with modified titles or those who lack independent status and who do not qualify to apply for an NIH peer-reviewed investigator-initiated research project grant are not eligible for OK-INBRE funding.

OK-INBRE can support non-tenure track faculty with a justification/letter of support from the Departmental Chair that the institution is providing resources, such as lab space, for the faculty member to successfully carry out the project. The reviewers for the proposals must be confident that the applicant is supported by the institution, is a stable faculty member (e.g. not temporarily at the institution), and the faculty member can successfully perform the project.

ELIGIBLE INSTITUTIONS

University of Central Oklahoma
East Central University
Northeastern State University
Northwestern Oklahoma State University
Southeastern State University
Southwestern Oklahoma State University
Cameron University
Langston University
Rogers State University
Oklahoma Panhandle State University
University of Science and Arts of Oklahoma

BUDGET AND PROJECT PERIOD

Direct costs are limited to \$25,000 for the project period.

The following institutions will be required to waive F&A: East Central University, Rogers State University, University of Science and Arts of Oklahoma, Northwestern Oklahoma State University, Oklahoma Panhandle State University. Awards at these institutions will be funded by the Oklahoma State Regents for Higher Education.

The earliest potential start date for the project is May 1, 2021. The end date is April 30, 2022.

The project cannot begin until NIH reviews and approves the project. This may delay the start of the project. Grant funds cannot be applied to a period prior to the NIH project approval date.

ALLOWABLE COSTS

- PI salary support, including summer salary (\$7,500 maximum, salary and fringe combined)
- Personnel salary and wages for students, technicians, research assistants, etc.
- Equipment and supplies
- Travel to one professional meeting for the PI and students (\$2,000 maximum)
- Other costs such as animals, animal housing, software, shipping and publication costs
- Adjunct replacement costs are not permitted
- Contact Dawn Hammon at dawn-hammon@ouhsc.edu for questions on other costs

APPLICATION SUBMISSION

The application deadline is 5:00 pm on February 22, 2021. Please be sure to route your application through the appropriate administrative offices at your institution. Submit a single .pdf file of the proposal in color (if color figures are included) to Dawn Hammon, OK-INBRE Program Manager, at dawn-hammon@ouhsc.edu. A paper submission is not required.

APPLICATION PACKAGE

Applications should be prepared using the PHS 398 grant form pages indicated below using a font size that is 11 points or larger, single spaced, with minimum 0.5-inch margins.

The PHS 398 grant form pages are located at: <https://grants.nih.gov/grants/funding/phs398/phs398.html>

Instructions for PHS 398 forms are located at: <https://grants.nih.gov/grants/funding/phs398/phs398.pdf>

- Face Page (Form Page 1)

- Be sure that boxes 4 and 5 regarding animal and human subjects are marked appropriately
- Summary, Relevance, Project/Performance Sites, Senior/Key Personnel, Other Significant Contributors, and Human Embryonic Stem Cells (Form Page 2)
- Research Grant Table of Contents (Form Page 3)
- Detailed Budget for Initial Budget Period (Form Page 4)
- Budget Justification
- Form Page 5 NOT REQUIRED (Budget for Entire Proposed Project Period)
- Budgets and Budget Justification Pertaining to Collaborating Institution(s) – use Form Page 4
- Biographical Sketch Format Page (non-fellowship): <https://grants.nih.gov/grants/forms/biosketch.htm>
 - Include a list of grant applications for the last three years, irrespective of funding outcome
 - Include PMCID numbers for NIH-funded publications
- Other Biographical Sketches
- Resources
 - This information is used to assess the capability of the organizational resources available to perform the proposed project. Identify the facilities to be used (laboratory, clinical, animal, computer, office, other). Describe how the scientific environment in which the research will be done contributes to the probability of success (e.g., institutional support, physical resources, collaborative arrangements, etc.).
- Checklist Form Page NOT REQUIRED
- Research Plan (4 pages maximum). Illustrations and figures will be counted against the page limitation. Include in the discussion the Specific Aims, Background & Significance, Innovation, Preliminary Data if available and the Experimental Plan and Research Strategy.
- Bibliography and References Cited
- Vertebrate Animals. If no vertebrate animals, skip this section. *Note: Human and Animal Use Approvals are not required at the time of application submission, but they must be in place before the project can be submitted to the NIH for approval and work on the project can begin.*

For help on the following topics, visit the [NIH vertebrate animals site](#).

- Site of Animal Work. Note: If the applicant institution is not the site where animal work will be performed these performance sites must be identified.
- Description of Procedures. Provide a concise description of the proposed procedures to be used and identify the species, strains, ages, sex, and total number of animals by species to be used. If dogs or cats are proposed, provide the source of the animals.

- Justifications. Provide justification that the species are appropriate for the proposed research. Explain why the research goals cannot be accomplished using an alternative model (e.g., computational, human, invertebrate, in vitro).
- Minimization of Pain and Distress. Describe the interventions to minimize discomfort, distress, pain, and injury. These include analgesia, anesthesia, sedation, palliative care, and humane endpoints.
- Method of Euthanasia. Provide a justification for methods of euthanasia that are not consistent with the American Veterinary Medical Association (AVMA) Guidelines for the Euthanasia of Animals.
- Select Agent Research
 - Identify any [select agents](#) to be used in the proposed research. Select agents are hazardous biological agents and toxins that HHS or USDA have identified as having the potential to pose a severe threat to public health and safety, to animal and plant health, or to animal and plant products. CDC maintains a list of [HHS and USDA Select Agents and Toxins](#).
- Letters of Support
 - Non-tenure track faculty must provide a letter of support from the Departmental Chair indicating continuing support of the faculty member's research career and laboratory space
 - Letters from research collaborators are allowable
 - Letters from proposed subcontractors are allowable
- Resource Sharing Plan
 - This section includes a Data Sharing Plan, when applicable, and Sharing Model Organisms. For more information on data sharing, please see the NIH website at [/grants/policy/data_sharing/](#).
- Plan for Authentication of Key biological and/or chemical resources to be used. For help, visit the [NIH notice](#) on this topic.
- Human Subjects. If no human subjects, skip this section. For help on this topic, visit the [NIH human subjects site](#). *Note: Human and Animal Use Approvals are not required at the time of submission, but they must be in place before the project can be submitted to the NIH for approval and work on the project can begin.*
- AN APPENDIX CONTAINING OTHER MATERIALS, DATA OR INFORMATION IS NOT ALLOWED

APPLICATION REVIEW

Each application will be assigned to two primary reviewers who will independently evaluate the scientific merits of the proposal. A panel of expert biomedical research scientists will also discuss and provide input on each proposal and recommend whether or not an application should be considered for funding. The application will be ranked according to its scientific merit using the NIH scale of 10 to 90 with 10 being the theoretical perfect score. Upon completion of the peer review process, each applicant will be provided with the faculty peer review committee critiques.

The scientific merit review will be based on the following criteria:

- Feasibility and scientific merit
- Soundness of the approach and research design
- Quality and appropriateness of data analyses
- Qualifications and experience of the investigator

- The role played by undergraduate/graduate students/postdocs/fellows in the proposed research. You may describe prior student involvement in your lab if appropriate.
- Potential of the research to leverage into a national, state, or foundation application
- Previous publication and grant submission productivity of the applicant

TERMS OF AWARD

- All selected projects must be submitted to NIH for approval before funds can be dispersed and the project can begin. This may delay the start date of the project.
- For selected projects involving human subjects or vertebrate animals, all Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC) approvals must be secured before the project can be submitted to NIH for approval and work on the project can commence.
- Radiation Safety Committee and Institutional Biosafety Committee protocols must also be approved by relevant review committees prior to funding of awards.
- The Investigator will be required to present their project and progress to the External Advisory Committee once per year.
- The Investigator will be required to submit a written project progress report each year, which will be submitted to NIH. Instructions will be provided by OK-INBRE typically in January of the award year.