



HEALTH PROFESSIONS DIVISION

RESEARCH GRANT APPLICATION

HPD College: _____

Department: _____

Research Proposal/Plan: _____

Research Safety Assurance Letter of Approval and or Exemption Checklist:

- Institutional Review Board (IRB)
- Institutional Biosafety Committee (IBC)
- Institutional Animal Care & Use Committee (IACUC)
- Radiation Safety Commission (RSC)
- Embryonic Stem Cell Research Oversight Committee (ESCRO)

Researcher(s)/Investigator(s): _____

Date: _____

Contact Information:

Email(s): _____

Office Phone(s) _____

Mobile Phone(s): _____

Mailing Address: _____



Background / TOC

The HPD Research Committee requires a complete research proposal accompanied with the requisite Research Assurance Compliance checklist and corresponding supporting documentation. Complete the application and submit to the Secretary for HPD Research – Ms. Chi Do (room 1522-A, x21784). The Chair of the HPD Research Committee will notify you by letter about the Committee’s decision.

Cover Page	3
Signature Page.....	4
Principal Investigator Assurance.....	5
Abstract	6
Specific Aims	7
Significance.....	8
Innovation	9
Approach.....	10
Bibliography and References Cited.....	11
Budget and Justification	12
Publication Plan	13
Biographical Sketch	14
Resources and Environment.....	15
Project Timeline.....	16
Leadership Plan.....	17



Principal Investigator Cover Page

Project Title (TYPE OR PRINT): _____

Project Start Date: _____ Project End Date: _____

Name of Principal Investigator (TYPE OR PRINT)

Title of Principal Investigator (TYPE OR PRINT)

E-Mail Address (TYPE OR PRINT)

College and Department of Principal Investigator (TYPE OR PRINT)

Requested Funding Amount



Signature Page

NAME

DATE

POSITION

Print name

Signature

Date

Faculty Advisor (if applicable)

Print name

Signature

Date

Department Chair

Print name

Signature

Date

Dean's Designee for Research

Print name

Signature

Date

Dean

Print name

Signature

Date

Chairperson Research Committee



PRINCIPAL INVESTIGATOR ASSURANCE

I certify that the statements herein are true, complete, and accurate to the best of my knowledge. I certify that individuals or NSU entities named herein are aware of their planned or potential involvement. I agree to accept responsibility for the scientific conduct of the project.

Print name

Signature

Date



Abstract

The purpose of the abstract is to describe succinctly every major aspect of the proposed project except the budget. The abstract is an important part of your application. It is used in the grant referral process, along with the other parts of the application.

The abstract should be succinct and use no more than one page. Use the following headings to format the abstract:

1. Brief Background and Goal/Research Question
2. Specific Aims
3. Significance
4. Innovation
5. Research Plan
6. Expected Results



Specific Aims

State concisely the goals of the proposed research and summarize the expected outcome(s), including the impact that the results of the proposed research will exert on the research field(s) involved. List succinctly the specific objectives of the research proposed, e.g., to test a stated hypothesis, create a novel design, solve a specific problem, challenge an existing paradigm or clinical practice, address a critical barrier to progress in the field, or develop new technology.

Specific Aims are limited to one page.



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 capability, and/or clinical practice in one or more fields.
- Describe how the concepts, methods, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.



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 intervention(s) to be developed or used, and any advantage over existing methodologies, instrumentation or intervention(s).
- Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation or interventions.
- Describe how this project is different from similar published studies. (What makes it unique?)



Approach

- Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. Include how the 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. Use the Research Safety Assurances (RSA) questionnaire to help determine which RSA committees should be contacted.
- Your methodology should be clear enough and detailed enough so that another researcher could replicate your study.



Bibliography and References Cited

Provide a bibliography of any references cited in the Research Plan. Each reference must include names of all authors (in the same sequence in which they appear in the publication), the article and journal title, book title, volume number, page numbers, and year of publication. Include only bibliographic citations. Follow scholarly practices in providing citations for source materials relied upon in preparing any section of the application.

The references should be limited to relevant and current literature. While there is not a page limitation, it is important to be concise and to select only those literature references pertinent to the proposed research.



Budget

The purpose of the budget and justification section is to present and justify all expenses required to achieve project aims and objectives. For multi-institutional applications, there must be a separate budget for each subcontractor or consortium member. **Note: For research involving student employment you must include fringe benefits.** Contact your College's budget office for current rate.



Publication Plan

State concisely your plan to publish and/or present your study.



Biographical Sketch

Provide the following information for the Senior/key personnel and other significant contributors in the order listed on the leadership plan. Follow this format for each person. DO NOT EXCEED FOUR PAGES.			
NAME		POSITION TITLE	
eRA COMMONS USER NAME			
EDUCATION/TRAINING (<i>Begin with baccalaureate or other initial professional education, such as nursing. Include postdoctoral training and residency training if applicable.</i>)			
INSTITUTION AND LOCATION	DEGREE (if applicable)	MMYY	FIELD OF STUDY

A. Personal Statement

Briefly describe why your experience and qualifications make you particularly well-suited for your role (e.g., PD/PI, mentor, participating faculty) in the project that is the subject of the application.

B. Positions and Honors

List in chronological order previous positions, concluding with the present position. List any honors. Include present membership on any Federal Government public advisory committee.

C. Selected Peer-reviewed Publications

We encourage applicants to limit the list of selected peer-reviewed publications or manuscripts in press to no more than 15. Do not include manuscripts submitted or in preparation. The individual may choose to include selected publications based on recency, importance to the field, and/or relevance to the proposed research.

D. Research Support

List both selected ongoing and completed research projects for the past three years (Federal or non-Federally-supported). *Begin with the projects that are most relevant to the research proposed in the application.* Briefly indicate the overall goals of the projects and responsibilities of the key person identified on the Biographical Sketch.



Resources and Environment

Purpose: the purpose of the resources and environment section is to describe the resources, facilities, and support available to the researcher. **If a content item is not applicable, write or type NA.**

1. Consortium / Contractual Arrangements

Insert description here or NA if not applicable.

2. Consultants / Collaborators (Describe the relationship and attach letters of agreement with key consultants and collaborators. Please attach letters of commitment from named consultants and co-investigators.)

Insert description here or NA if not applicable.

3. Major Equipment (List the most important equipment items already available for this project, noting the location and pertinent capabilities of each.)

Insert description here or NA if not applicable.

4. Laboratory Space

Insert description here or NA if not applicable.

5. Clinical Space

Insert description here or NA if not applicable.

6. Fixed Clinical Equipment

Insert description here or NA if not applicable.

7. Other Relevant Equipment

Insert description here or NA if not applicable.



Project Timeline

Applicants should construct the project timeline to include critical milestones, measurable outcomes, and mid-term and end of project deliverables to be publicly shared as expeditiously as possible. Make certain that you budget enough time for project approval and funding.



Leadership Plan

Leadership Plan should address the following administrative processes and PI responsibilities.

Roles/areas of responsibility of the PIs

Fiscal and management coordination

Process for making decisions on scientific direction and allocation of resources

Data sharing and communication among investigators

Publication and intellectual property (if needed) policies