**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:

Please choose one:

\_\_\_\_\_ HPD Research Grant (up to $7,500)

\_\_\_\_\_ PCHCS Research Grant (up to $5,000)

**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. Samantha Blythe (room 1524, x21714). The Chair of the HPD Research Committee will notify you by letter about the Committee’s decision.

Cover Page 3

[Signature Page 4](#_TOC_250011)

Principal Investigator Assurance 5

[Abstract 6](#_TOC_250010)

[Specific Aims 7](#_TOC_250009)

[Significance 8](#_TOC_250008)

[Innovation 9](#_TOC_250007)

[Approach 10](#_TOC_250006)

[Bibliography and References Cited 11](#_TOC_250005)

Budget and Justification 12

[Publication Plan 13](#_TOC_250004)

[Biographical Sketch 14](#_TOC_250003)

[Resources and Environment 15](#_TOC_250002)

[Project Timeline 16](#_TOC_250001)

[Leadership Plan 17](#_TOC_250000)

**Principal Investigator Cover Page**

Project Title (TYPE OR PRINT):

Project Start Date: Project End Date:

Name of Principal Investigator (TYPE OR PRINT. Please include terminal degree information.)

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:

## Brief Background and Goal/Research Question

## Specific Aims

## Significance

## Innovation

## Research Plan

## 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(s) 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.

Your budget must include the account codes that will be used for each item on your list of expenses. **Each proposed budget must be signed by your college’s budget approver.**

# Publication Plan

State concisely your plan to publish and/or present your study. If you include costs for publishing your study in an open source journal, please have an HPD librarian review your choice of journal and sign a letter stating that the chosen journal is not a predatory publication.

# 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 *(Begin with baccalaureate or other initial professional education, such as nursing. Include postdoctoral training and residency training if applicable.)* | | | |
| INSTITUTION AND LOCATION | DEGREE  *(if applicable)* | MMYY | FIELD OF STUDY |
|  |  | |  |

1. **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.

1. **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.

1. **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.

1. **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.

1. **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.

1. **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.

1. **Laboratory Space**

Insert description here or NA if not applicable.

1. **Clinical Space**

Insert description here or NA if not applicable.

1. **Fixed Clinical Equipment**

Insert description here or NA if not applicable.

1. **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