**Midwest Roybal Center for Health Promotion and Translation**

**Doctoral Pilot Solicitation**

We are pleased to announce the opening of our 2021-2022 doctoral pilot project grant solicitation.

Our **Midwest Roybal Center Pilot Competition** is open to doctoral students studying health promotion and maintenance of health and functional abilities in **older adults**. Healthy behaviors include physical activity and its impact on mobility and cognition as well as the use of cutting-edge technology to assess and impact behavior change. We are also interested in pilots that examine innovative ways of bolstering or measuring maintenance of behavior change over time. Pilot funds can be used to develop and test new interventions and to examine ways to translate existing evidence-based programs. A total of $12,500 is available (direct and indirect) for ONE YEAR. **All pilots should have a sound scientific basis, be highly innovative, use rigorous and state-of-the-art measures and data collection techniques, and provide data needed for follow up NIH-funded training fellowships.** Projects should address one or more of the following topic areas:

1. Novel health behavior change interventions to promote adaptive aging. Priority will be given to pilots that assess decision making, cognition, self-control, motivation, positive health behaviors (i.e., physical activity, mobility), and wellbeing.
2. Novel research methods are encouraged (internet surveys, activity meters, time-use approaches).
3. Apply new technologies to measure behavior change and or ways to promote or assess maintenance of behavior change over time.

Investigators who seek funding must submit an application no later than ***Friday April 15, 2022.*** *Our Roybal Executive Committee will review proposals by April 29, 2022. A brief letter of intent is not required, but is requested by April 8, 2022, ahead of your application.*

Please submit all applications to Andrew DeMott, MPH via email at **ademot1@uic.edu.**

**GENERAL INFORMATION**
The project must involve an older adult (50+) population and **focus on an aspect of health promotion relevant to older adults**. Each proposal will be judged on its scientific and scholarly merit and on the anticipated benefit to the community and population of focus. Projects may be intervention based, surveys, needs assessments, measurement development, or any other procedures deemed appropriate. Pilot studies should demonstrate how preliminary results will be used to enhance and facilitate high quality follow up funding, specifically with respect to NIH-funded fellowship trainee programs. Awardees are expected to participate in Roybal Center activities pertaining to research, education, and service and will be expected to make brief presentations during the course of the pilot and upon its completion.

**ELIGIBILITY:**

Open to all UIC doctoral candidates in public health, health, and behavioral sciences. **Eligible candidates must have successfully completed their preliminary examinations prior to the initiation of funding**.

**INSTITUTIONAL REVIEW BOARD APPROVAL**

All grant proposals submitted to the Roybal Center are advised to begin the application process for the UIC Institutional Review Board (IRB) for Human Subjects as soon as possible. Applicants who include evidence that the research protocol is under review (or approved) by the UIC Institutional Review Board (IRB) for Human Subjects approval are preferred. The **IRB number** assigned by IRB when an application is submitted to their office must be included on the Cover Page form where indicated.

Applicants whose proposals are approved for funding through the Roybal Center **must** provide a copy of the **final approval letter from IRB** for the research protocol **before money will be awarded to the project.**

**FORMAT OF APPLICATION (Please do not exceed page limit or application will not be reviewed)**

Each funding request must consist of:

1. **Roybal Funding Request Form** (Form: Cover Page, 1 page)
2. **Application Check List** (Form: Application Check List, 1 page)
3. **Summary of Proposed Pilot** This summary should address specific aims, significance, design and methods, (1/2 page)
4. **Project Description and Research Plan** (Form: Proposed Project Description and Research Plan, 3 pages)
5. **Statement of Significance of Proposed Project** (Form: Project Significance, 1/2 page)
6. **Budget** (PHS 398 Detailed Budget, 1 page)
7. **Itemized Budget Justification** (Form: Itemized Budget Justification, 1/2 page – 1 page)
8. **Biosketch** (NIH Format) and list of relevant publications (if any) of principal investigator and project collaborators, if available (5 pages each)
9. **Letter of Support** and eligibility from your faculty advisor

Number all pages consecutively. Forms may be reproduced as needed. Proposals should be written in terms understandable to members of the Roybal Executive Committee, which is comprised of individuals from the community and the university. Please do not exceed the allowable number of pages in each section.

# **BUDGET**

Please request the minimum amount of funds that will allow you to conduct the research in a one-year period. Itemize the budget request and clearly justify each item. As a general rule, requests in the range of $5,000 to $12,500 (*Direct*) for up to a one-year period will be considered responsive to this announcement. Some projects may not require the full $12,500. Equipment requests above $3,000 require a 50% match for the amount above $3,000 from non-Roybal funds (e.g., $5,000 equipment item requires $1,000 in matching funds). Please use the PHS 398 Detailed budget for initial budget period and provide a budget justification. **Total funding is capped at $12,500**. Monies are internal to the University (ICR), so indirect costs are not included.

***Dissemination activities must be included in the proposal and reflected in the budget at $300 to $500 for such activity.***These activities may involve presentations at conferences or production of materials to distribute to the community, so the expenses should be includedunder the appropriate categories (supplies, copying, mailing, travel, etc.).These items should be **clearly identified** as ***dissemination activities in the budget justification***.

# **ALLOWABLE EXPENSES**

Allowable expenses which will be supported (if justified) include consumable supplies, incentives for subject participation, required travel, small equipment purchases, and telephone and photocopying costs. Technical (consulting) assistance, student salaries, and faculty time are also allowed.

# **APPENDICES**

Information critical to evaluation of the proposal such as copies of survey instruments, focus group questionnaires, or letters from collaborators and community sites may be submitted.

# **REVIEW PROCESS**

An Evaluation Committee comprised of members of the Roybal Executive Committee will be responsible for the review of all proposals. Proposals will be evaluated, ranked, and funded based upon available resources. All applications will receive an evaluation of their proposal and a letter stating the final funding decision.

 PROJECT REVIEW CRITERIA

To be rated highly, applications should have the potential to develop into a high-quality substantial proposal.

**1. Relevance:** The extent to which the project will contribute to the Roybal Center mission of developing, testing, and disseminating evidence-based health promotion research that benefits the health and well- being of older adults.

**2. Significance:** The extent to which the project, if successfully carried out, will make an original, important, and/or novel contribution to the knowledge needed to increase participation in health promotion behaviors among older adults.

**3. Approach:** The extent to which the conceptual framework, design, methods, and analyses are properly developed, well integrated, and appropriate to the aims for the project.

**4. Scientific Rigor:** The extent to which appropriate methods, in terms of design and statistical models, are employed to ensure reliability and validity of the findings of the project.

**5. Collaboration:** The extent to which the proposed work demonstrates support from key community partners and has established the ties necessary to implement a program at the appropriate community settings.

**6. Feasibility:** The likelihood that the proposed work can be accomplished by the investigator(s), given their documented experience and expertise, past progress, preliminary data, requested and available resources, institutional commitment, and (if appropriate) documented access to special reagents, or technologies and adequacy of plans for recruitment and retention of subjects.

**7. Submission:** Plan for submission to an external funding agency (specify) and expected submission date.

**8. Impact:** Potential Public Health impact with respect to reach, efficacy, adoption, implementation, and maintenance.

The following questions may be helpful in addressing the criteria described above.

1. Will the information be relevant to our Roybal Center theme, does it represent novel research and does it have apparent applications?
2. Will results enable the investigator to be more competitive in generating NIH- funded postdoctoral fellowship training, particularly from the National Institute on Aging?
3. Is the rationale easily understood, ideas easy to follow?
4. Are the hypotheses, objectives, and experimental approach concise and logical?
5. Is the time frame realistic for what the investigator wants to accomplish?
6. Can the project ultimately be expected to have broad Public Health impact?
7. Is the evidence base for the proposed translation project justified? Is the pilot project likely to lead to a significant practical outcome?
8. To what extent will the pilot lead to additional significant postdoctoral training and research opportunities?

Midwest Roybal Center for Health Promotion and Translation



Responsible financial officer of your Academic unit:

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

e-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**GRANT COMPETITION**

(Please type or print all information)

**PROJECT TITLE** (limit to 60 spaces): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PRINCIPAL INVESTIGATOR**:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name (print) Signature

Phone #:

Affiliation (University/Agency):

Address (Room and Building) City, State Zip

E-mail:       Title:

Location(s) of research:

Collaborators (Name/Department/Agency):

Mailing Address (If different from above):

Faculty Advisor Name:

IRB Protocol No (or provide evidence of ethical review board approval from the sponsoring institution or IRB is pending)

**UIC Applicants:**

 **College/School and Code # Department/Code #

UIN (University Identification Number)**

NOTE: CHECK LIST is attached (Form: Application check list, Page 2)

(Form: Cover Page, 1 page) **APPLICATION CHECK LIST**

(Please check that all items listed are submitted with this application)

      **Cover Page** (Form: Cover Page, 1 page)

      **Application Check List** (Form: Application Check List, 1 page)

      **Summary Statement of Proposed Research** (Form: Summary Proposed Research, ½ page)

      **Proposed Roybal Project Description and Research Plan**, 3-page limit, exclusive of literature references (Form: Project Description and Research Plan, 3 pages)

      **Statement of Significance of Proposed Project** (Form: Project Significance/External Funding, ½ page)

      **Budget** (Form: Budget, 1 page)

      **Itemized Budget Justification** (Form: Itemized Budget Justification, ½ page to 1 page)

      **Biosketch (NIH Format) and list of relevant publications (if any) of principal investigator and project collaborators, if available** (Form: Biosketch, 5 pages max)

      **Letter of Support** and eligibility from your **faculty advisor**

**SUMMARY STATEMENT OF PROPOSED RESEARCH**

In ½ page or less, summarize your proposed research for someone without knowledge of your specific specialty, but with knowledge of your general academic field. Include rationale on why your work is important to health promotion behavioral and social science research among older adults. Describe your vision for where you want to go with this line of inquiry (this section **may** include potential funding sources that will be interested in the information generated by this research).

(Form: Summary Proposed Research, ½ page)

**PROPOSED ROYBAL PILOT PROJECT DESCRIPTION AND RESEARCH PLAN**

(3-page limit exclusive of literature references)

The project description should be organized into the following sections:

* **Objectives and Hypotheses:** This should be in outline form with objectives stated for the period of this project only. (1/2 page or less)
* **Background and rationale:** This should be a **brief**, critical review of the context of this proposal to current knowledge in the field. A multi-disciplinary committee including people outside of your field of expertise should be able to understand why this research is important. (1 paragraph to ½ page)
* **Methods:** This section should provide sufficient detail to evaluate your familiarity with specific procedures to be used, experimental design and methods of data reduction and analysis. 1 page or more.

Use 11 point font, 1-inch margins around, and single space.

Equipment must be justified on basis of a specific need defined by the research proposed in this section.

APPENDIX: Material should be very limited; unpublished results required to evaluate the application are acceptable, however concise proposals with clearly defined goals and a plan that is feasible within the year of the award will be reviewed most favorably. The bibliography should cite only most relevant references.

Please document commitments from others that are crucial to the proposal - document with letters the following: access to site(s) and/or population(s) and direct help from collaborators in the community without which the proposed research would be difficult to achieve.

**PROPOSED ROYBAL PILOT PROJECT DESCRIPTION AND RESEARCH PLAN**

(Form: Project Description and Research Plan, 3 pages)

**PROPOSED PROJECT SIGNIFICANCE/PLANS FOR EXTERNAL FUNDING**

In ½ page or less, please describe the significance of your proposed research project. How does your project relate to the Roybal Center proposed themes and **will the project lead to a significant practical outcome**? Focus on how the proposal will contribute to the translation of basic behavioral and social science research findings to benefit the health and wellbeing of older adults (50+) living in the U.S. In addition, all applicants should describe any plans for securing external funding in conjunction with this research.

(Form: Project Significance/External Funding, ½ page)

|  |  |
| --- | --- |
| Program Director/Principal Investigator (Last, First, Middle): |       |
|  |
| DETAILED BUDGET FOR INITIAL BUDGET PERIODDIRECT COSTS ONLY | FROM | THROUGH |
|       |       |

 List PERSONNEL *(Applicant organization only)* Use Cal, Acad, or Summer to Enter Months Devoted to Project

 Enter Dollar Amounts Requested *(omit cents)* for Salary Requested and Fringe Benefits

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| NAME | ROLE ONPROJECT | Cal.Mnths | Acad.Mnths | SummerMnths | INST.BASESALARY | SALARYREQUESTED | FRINGEBENEFITS | TOTAL |
|       | PD/PI |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |       |
| SUBTOTALS |       |       |       |
| CONSULTANT COSTS      |       |
| EQUIPMENT *(Itemize)*      |       |
| SUPPLIES *(Itemize by category)*      |       |
| TRAVEL      |       |
| INPATIENT CARE COSTS       |       |
| OUTPATIENT CARE COSTS       |       |
| ALTERATIONS AND RENOVATIONS *(Itemize by category)*      |       |
| OTHER EXPENSES *(Itemize by category)*      |       |
| CONSORTIUM/CONTRACTUAL COSTS | DIRECT COSTS |       |
| SUBTOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD *(Item 7a, Face Page)* | $ |       |
| CONSORTIUM/CONTRACTUAL COSTS | FACILITIES AND ADMINISTRATIVE COSTS |       |
| TOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD  | $ |       |

PHS 398 (Rev. 03/2020 Approved Through 02/28/2023) OMB No. 0925-0001

Page     Form Page 4

**ITEMIZED BUDGET JUSTIFICATION**

Individual items over $300 must be justified. Brand names and specifications must be justified relative to less expensive alternatives and source of quotations should be detailed. Equipment requested must be justified as an integral part of the proposed research. **Remember to include $300-$500 for dissemination activities.** Please provide enough information for the reviewers to understand your proposal.

Form: Itemized Budget Justification, 1 page)

OMB No. 0925-0001 and 0925-0002 (Rev. 12/2020 Approved Through 02/28/2023)

BIOGRAPHICAL SKETCH

Provide the following information for the Senior/key personnel and other significant contributors.
Follow this format for each person. **DO NOT EXCEED FIVE PAGES.**

NAME:

eRA COMMONS USER NAME (credential, e.g., agency login):

POSITION TITLE:

EDUCATION/TRAINING (Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable. Add/delete rows as necessary.)

| INSTITUTION AND LOCATION | DEGREE(if applicable) | Completion DateMM/YYYY | FIELD OF STUDY |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**A. Personal Statement**Briefly describe why you are well-suited for your role in the project described in this application. The relevant factors may include aspects of your training; your previous experimental work on this specific topic or related topics; your technical expertise; your collaborators or scientific environment; and your past performance in this or related fields (you may mention specific contributions to science that are not included in Section C). Also, you may identify up to four peer reviewed publications that specifically highlight your experience and qualifications for this project. If you wish to explain impediments to your past productivity, you may include a description of factors such as family care responsibilities, illness, disability, and active duty military service

**B. Positions, Scientific Appointments, 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. Contributions to Science
Briefly describe up to five of your most significant contributions to science. For each contribution, indicate the historical background that frames the scientific problem; the central finding(s); the influence of the finding(s) on the progress of science or the application of those finding(s) to health or technology; and your specific role in the described work. For each of these contributions, reference up to four peer-reviewed publications or other non-publication research products (can include audio or video products; patents; data and research materials; databases; educational aids or curricula; instruments or equipment; models; protocols; and software or netware) that are relevant to the described contribution. The description of each contribution should be no longer than one half page including figures and citations. Also provide a URL to a full list of your published work as found in a publicly available digital database such as SciENcv or My Bibliography, which are maintained by the US National Library of Medicine.**

(Form: Biosketch, 5 pages)

**Letter of Support** and eligibility from your faculty advisor

The letter should be on letterhead and signed by your advisor. The letter should at least contain the date when you passed your preliminary examination, your capability to conduct a research project, and your advisor/faculty member’s commitment to guiding your research project.