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

**Pilot Solicitation**

We are pleased to announce this opportunity for pilot funding from our **Midwest Roybal Center.** Our Roybal Center was renewed by the National Institute on Aging (NIA) and we have the capacity to fund two pilot projects beginning June 1, 2022. Projects can be funded up to $50,000 for 1 year, *from June 1, 2022 – May 31, 2023.* If funded, it is very important that applicants strive to complete their projects within a year of funding.

We ask that persons who intend to submit an application submit a letter of intent to Andrew DeMott, MPH, [ademot1@uic.edu](mailto:ademot1@uic.edu) by November 15, 2021. The letters will help us to appoint appropriate reviewers to the Review Committee.

Investigators who seek funding are required to submit a three-page description of their proposed projects as part of a *full application by* ***December 3, 2021****. The Roybal Executive Committee will review proposals before* ***December 10, 2021*** *and will work with proposed awardees to finalize submissions to NIA for final approval by March 30, 2022.*

The **Midwest Roybal Center Pilot Competition** supports the efforts of researchers to translate basic behavioral and social science research findings to benefit the health and wellbeing of older adults (50+) living in the U.S. Fundable pilots must be *interventions* that have a strong promise of potential to progress across the NIH Stage Model. Although pilots may address all Stages of the NIH Stage Model, we expect that most pilots will be Stage 1 and will use a randomized controlled trial design to assess intervention safety, feasibility and preliminary effectiveness. All pilots should have a sound scientific basis, be highly innovative, and provide data needed for external grant applications to NIH, preferably to the National Institute on Aging (NIA).These pilots are generally funded at the level of $50 K per pilot for a period of 12 months. **The current Roybal Center has been designated an Alzheimer’s Disease/Alzheimer’s Disease and Related Disorders (AD/ADRD) Center and seeks to fund pilots that advance cognitive function in older adults by focusing on one or more of the following topic areas:**

1. Interventions that promote physical activity (PA) to reduce sedentary behavior and increase exercise engagement.
2. Interventions that have the capacity to maintain and enhance mobility in targeted samples.
3. Investigators that use cutting-edge technology to promote healthy aging as part of the proposed intervention, outcome measures, and/ or to assess/promote fidelity, and
4. Investigators must identify a proposed Mechanism of Action within the intervention that will increase adherence to PA and will lead to long-term maintenance of behavior change.

**Please Note:** The current Roybal Center has a focus on Alzheimer's Disease and Related Disorders. Therefore, all pilots should explain how their intervention will improve cognition among older adults. We strongly encourage applicants to consider how they can incorporate cognition measures from the NIH Toolbox and whether direct MRI imaging will be appropriate to include as part of an approach.

**GENERAL INFORMATION:**  
The pilot must **focus on intervention research relevant to older adults (50+) living in the U.S.** Each proposal will be judged on its scientific merit and on its anticipated impact on science and on the community and population of focus. **Pilot studies should explain how preliminary results will be used to enhance and facilitate high quality, competitive follow up external grant applications, that will advance this line of research over successive stages of the NIH Stage Model.** Awardees are expected to participate in Roybal Center activities pertaining to research, education, and service and will be expected to make brief presentations to the Center Executive and Advisory Committees during the course of the pilot and upon its completion. Funded pilots may also be required to participate in an NIH data sharing plan and in a Roybal Center Data Safety Monitoring Committee.

**ELIGIBILITY:**

Open to all University of Illinois academics and doctoral candidates. Eligible doctoral candidates must have completed their preliminary examinations prior to the initiation of funding.

**INSTITUTIONAL REVIEW BOARD APPROVAL:**

All investigators who submit pilot fund applications 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 that include evidence that the research protocol is under review (or approved) by the UIC 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 to the Center. NIH requires prior approval of IRB and associated documents before any monies can be awarded. The NIH approval process can take 4-6 weeks, so awardees are encouraged to seek IRB approval in a timely manner to expedite the approval process.

**FORMAT OF APPLICATION:**

Each funding request must include:

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 (to field and relevance to Roybal mission), design and methods, and proposed follow up studies (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 and future follow-up funding plans** (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 – 2 pages)
8. **Biosketch** (NIH Format) and list of relevant publications (if any) of principal investigator and project collaborators, if available (5 pages max)

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 representing diverse areas of expertise within 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 $25,000 to $50,000 (*Direct Costs*) for up to a one-year period will be considered responsive to this announcement. Some projects may not require the full $50,000 and some may require more. Investigators who seek expanded funding above the $50,000 ceiling must provide strong justifications for this request. 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.

***Dissemination activities must be included in the proposal and reflected in the budget at $500 to $700 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***.

Indirects will be received at the University rate of 59.9%, the current University negotiated rate. It is not necessary to budget for indirects.

# **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* should be submitted.

# **REVIEW PROCESS:**

A Review 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 interventions that promote physical activity and mobility with an emphasis on improving cognition. Is this project stage I research? Is the plan for conducting future phase II-IV research present and reasonable?

1. **Overall Impact** will this line of research exert a powerful influence on the research field and population addressed?
2. **Significance.** Does the project address an important problem or a critical barrier to progress in the field? Is there a strong scientific premise for the project? If the aims of the project are achieved, how will scientific knowledge, technical capability, and/or clinical practice be improved? How will successful completion of the aims change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field?
3. **Investigator(s).** Are the PD/PIs, collaborators, and other researchers well suited to the project? If Early Stage Investigators, do they have appropriate experience and training? If established, have they demonstrated an ongoing record of accomplishments that have advanced their field(s)? If the project is collaborative or multi-PD/PI, do the investigators have complementary and integrated expertise; are their leadership approach, governance, and organizational structure appropriate for the project?
4. **Innovation.** Does the application challenge and seek to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions? Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense? Is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions proposed?
5. **Approach.** Are the overall strategy, methodology, and analyses well-reasoned and appropriate to accomplish the specific aims of the project? Have the investigators presented strategies to ensure a robust and unbiased approach, as appropriate for the work proposed? Is the proposed sample size adequate and justified? Are potential problems, alternative strategies, and benchmarks for success presented? If the project is in the early stages of development, will the strategy establish feasibility, and will particularly risky aspects be managed? If the project involves human subjects and/or NIH-defined clinical research, are the plans to address 1) the protection of human subjects from research risks, and 2) the inclusion (or exclusion) of individuals on the basis of sex/gender, race, and ethnicity, as well as the inclusion (exclusion) of children, justified in terms of the scientific goals and research strategy proposed?
6. **Environment.** Will the scientific environment in which the work will be done contribute to the probability of success? Are the institutional support, equipment, and other physical resources available to the investigators adequate for the project proposed? Will the project benefit from unique features of the scientific environment, subject populations, or collaborative arrangements?

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? Does it address important cognitive outcomes using cutting edge technology?
2. Will results enable the investigator to be more competitive in generating extramural research funding particularly from the National Institute on Aging, NIH?
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 translational research opportunities (NIH stage II-IV development)?

Midwest Roybal Center for Health Promotion and Translation

Responsible financial officer of your Academic unit:

Name/Phone# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**GRANT COMPETITION**

(Please type or print all information)

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

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

Name (print) Signature

UIN #:       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):      

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

**For 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:** *all applicants must also include plans for external application/funding here* (Form: Project Significance/External Funding, ½ page)

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

**Itemized Budget Justification** (Form: Itemized Budget Justification, up to 2 pages)

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

**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 a rationale explaining how your pilot advances what is known about health promotion interventions for older adults living in the U.S and how it will advance their cognitive functioning. Describe your vision for where you want to go with this line of inquiry (this section should 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 with respect 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, sample size justification and methods of data reduction and analysis. Interventions must be principle driven and identify a hypothesized mechanism of action for sustained behavior change. (2 pages or fewer).

Use 12-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 (physical activity, mobility, cognition, cutting-edge technology, and maintenance of behavior change) 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 well-being of older adults (50+) living in the U.S. In addition, all applicants should describe any plans for securing follow up external funding in conjunction with this research.

For each pilot: describe how it will be progress across the Stage Model in subsequent years of the Roybal Center.

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

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

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| INPATIENT CARE COSTS | | | | | | | | | |  |
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| 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 | | | | | | | | | $ |  |

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**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 $500-$700 for dissemination activities.** Please provide enough information for the reviewers to understand your proposal.

(Form: Itemized Budget Justification, 2 pages)

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 Date  MM/YYYY | FIELD OF STUDY |
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**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.***