



Resource Allocation Program

Seeding Outstanding Research

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Under-Represented Faculty & Senior Fellows in Clinical and Translational Research Awards

Project Award Amount \$40,000

Academic Senate is the sole sponsor in Fall Cycles and only Faculty can apply in fall

CTSI Pilot Awards is the sole sponsor in Spring Cycles and Faculty & Fellows can apply in spring

Description

This grant mechanism provides support for senior fellows, instructors, assistant, associate and full professor faculty from historically disenfranchised racial and ethnic groups that are under-represented in health sciences, or from economically disadvantaged backgrounds. The goal is to encourage fellows and faculty from these groups to remain in academia as career professionals and thus to increase the diversity of our faculty.

Research can be any area relevant to clinical and translational research which includes bench-to-bedside/laboratory-to-human (T1) translational research, clinical research and bedside-to-community/evidence-to-practice (T2/T3) research. Social, behavioral and economic research as it affects health is included. If not directly involving the study of people or populations, the proposed research must be clearly justified as being on the path to potential use in humans.

NOTE: The UCSF Office of Diversity and Outreach defines Under-represented Minorities in the Health Sciences as: **African American/Black, Hispanic/Latino, Native American and Asian sub-categories of Filipino, Hmong and Vietnamese.**

Eligibility^[1]

Eligibility requirements need to be met as of date of submission; no waivers are allowed.

Who's Eligible: Senior Postdoctoral or Clinical Fellows, Specialists who are senior postdoctoral and clinical fellows or Faculty at all ranks (Instructor, Assistant, Associate and Full Professors) in any series (Ladder Rank, In Residence, Clinical X, Health Science Clinical, Adjunct), Appointees to the Professional Research Series and Librarian Series who meet the

under-represented group definitions described below are eligible.

Who's Not Eligible: Residents.

Under-represented Group Definition:

Please review the definition of under-represented below. Each candidate will be requested to submit a half-page explanation/justification of how they meet the definition stated below with their proposal.

The federal regulations on Affirmative Action use minorities: African American/Black, Hispanic/Latino, Native American and Asian. The UCSF Office of Diversity and Outreach defines Under-represented Minorities in the Health Sciences as: African American/Black, Hispanic/Latino, Native American and Asian sub-categories of Filipino, Hmong and Vietnamese.

The Department Chair, Division Chief, Unit Director, or designee is required to affirm that the applicant is an Under-represented Minority, as defined above, in the Letter of Support.

Economically or Educationally Disadvantaged Background Definition:

Individuals who come from a family with an annual income below established low-income thresholds based on the HHS Poverty Guidelines [2]. Disadvantage must be demonstrable in the applicant's original family background (i.e., as a child or undergraduate student), not necessarily the current status. Each candidate will be asked to submit an explanation (200 words max) of how he/she meets this condition as part of the proposal. The funding agencies will determine if the requirements are met.

Submission Rules^[3]

Criteria for Review

*Under-Represented Faculty & Fellows applications will be reviewed by the **Career Development Review Committee.***

1. Fulfillment of eligibility criteria.
2. Quality of the research proposal and its relevance to clinical-translational research.
3. Clear statement from the Department Chair in writing that if an award is made, the fellow (postdoctoral or clinical fellows) recipient will have at least 50% time devoted to research

or the faculty recipient will have the percent time effort as stated on the application to devote to the proposed research activities.

4. Research mentor in content area: include mentor's NIH bio-sketch and letter of support.

Award Administration

Projects are for one year and are not renewable. To determine what is and is not allowable, please refer to the instructions. Projects that involve human subjects will require human research committee approval before funding is released.

More on individuals funding agencies

(This is provided for informational purposes only since the review process is centralized).

At least 75% active time (Postdoctoral or Clinical Fellows) or 50% active time in any faculty series (Ladder Rank, In Residence, Clinical X, Health Sciences Clinical, and Adjunct) must be committed for doing research.

CTSI-Pilot Awards will sponsor this grant mechanism **only in Spring Cycles**. This award can not fund any international projects or expenses, including projects where there may be foreign co-authorship (if the tool/research becomes the basis for a paper that will be co-authored by someone external to the US). Current K scholars are not eligible to receive salary support under this mechanism from CTSI-Pilot Awards. K scholars must submit the type of K award received and award dates. Current K scholars must also submit justification for the differences between K-awarded project and RAP project. K2 awardees are not eligible.

Academic Senate

All paid faculty at 50% time or more, including K scholars, in any faculty series (Ladder Rank, In Residence, Clinical X, Health Sciences Clinical, Adjunct, Instructor, Professional Research and Librarian Series) are eligible to receive salary support from the Academic Senate.

Fellows or non-faculty applicants including Specialists cannot be funded by the Academic Senate.

International projects are not preferred but may be considered under exceptional circumstances.

Selection of Awardees

Funding decisions are made independently by each funding agency based on several factors ? scientific review score, alignment of proposal to funder?s strategic goals, proposal research area of focus, and specifically called out eligibility or other requirements like membership in a center, affiliation with a specific school or relevance to a stated auxiliary topic.

TO APPLY:

STEP 1) Complete the **electronic application form** ^[4]

STEP 2) Upload your proposal as a SINGLE PDF that includes all the things listed in numeric order in the instructions below. Do not include form fields in your PDF document.

INSTRUCTIONS FOR PROPOSAL PDF

Please write your proposal following the instructions listed below and create one single PDF file. Do not include form fields in your PDF document.

Proposal Length: Maximum 6 pages, including figures and tables, excluding table of contents, literature cited and Community Engagement component (if applicable).

Format Requirements: Arial font; 11 pt; minimum 0.5 inch for all margins; no appendices; include page numbers and table of contents.

Resubmissions

Definition: same research topic with an amended application or research plan rather than a new research topic and new research plan.

Requirements: Please use up to one extra page to introduce your revised proposal, addressing the issues raised in the review, and any additional changes to your proposal. A new letter from the Chair is not required if the resubmission is within 2 cycles (one skipped cycle max). You will include the old letter and state your resubmission is within 2 cycles and new letter is not required. Make sure the new changes are highlighted in bold or italic font so the reviewers can easily see where and how the proposal has changed. Do not use track changes.

1. **P.I. Name** (no multiple PIs). Only one application as PI (PI1 OR PI2) is permitted per cycle.
2. **Project Title**
3. **Proposal** (maximum 6 pages, including figures and tables, excluding literature cited; Community Engagement component (if applicable)).
 - Aims. Do not submit an application that describes an idea that is the same or similar to one used in a previously funded RAP grant. If it is a similar idea, describe how the new proposed research is uniquely different.
 - Feasibility Describe what steps you are taking to ensure the proposed project can be completed within the one year project period for this grant (approximately 300 words max).
 - Background and Significance
 - Preliminary studies
 - Experimental Design and Methods (include time-table
 - Explain how this pilot project is important for your career goals (e.g., lead to major funding, etc.)
 - Literature cited (not included in page limit)

It is recommended that PIs with projects involving human subjects prepare an IRB application concurrently with the application for funding. Please refer to the UCSF Human Research Protection Program to determine if your research requires IRB review and if your research meets the definition of human subjects research.

Community Engagement Component (optional) describe a community engagement component for your research proposal (**300 words max.**). Projects that engage in community partnership practices are characterized by increasing level of community involvement, impact, trust and communication flow (from stages of involve, collaborate and shared leadership). For examples of excellence in community partnerships, please visit: <https://partnerships.ucsf.edu/excellence-partnership-awardees#2014>. [5] Community broadly includes local, state, national and international stakeholders. Stakeholders include researchers, health systems, government, policy makers, community based organizations, community residents and patients. For clarification, questions and consultations, please contact either Wylie.Liu@ucsf.edu [6] or Tracey.Woodruff@ucsf.edu [7]

4. **Detailed Budget** (\$40,000 maximum per proposal) and please round up to the nearest thousand (i.e. instead of \$39,867 list \$40,000). Use the following form: PHS 398 Form Page 4, "Detailed Budget for the Initial Period": <http://grants.nih.gov/grants/funding/phs398/phs398.html> [8]
 . Add the network recharge rates to your budget.

	Allowable	Not Allowable
PI Salary *	X	
Co-Investigator(s) Salary	X	
Post Doc Salary	X (CTSI)	X (AS)
Administrative Support	X	
Supplies	X	
Equipment	X	

Software	X	
Personal Computers		X
Mailing	X	
Tuition		X
Travel		X
Research Staff Support (e.g. RSA; Lab. Technician)	X	
Patient Care		X
Indirect Costs on Subcontracts at other universities (CTSI-Pilot Awards)		X

*NIH base salary cap. Generally PI salary support should not exceed 10% of the budget, anything over 10% must be well justified.

If you need assistance with budgeting for statistical or recruitment help, please contact CTSI-Consultation Services. Consultation Services offers a free hour to all researchers per project and service, and it can assist with appropriate budgeting if your project is awarded.

5. **Budget Justification:** Clearly justify all costs fully.

6. **NIH BioSketch of Principal Investigator and Co-Investigator(s) and UCSF Faculty Mentor(s) (if applicable)** (5page maximum):

Use this version: Biosketch Version E ^[9]. Include biosketches for all PIs of a multi-PI application, and any other key personnel such as Co-Investigator(s) or UCSF Faculty Mentor(s). In section "D. Additional Information", list the relevant recent past, planned, active,

and pending proposals, including percent effort and total direct costs (annual), where possible. Include a brief discussion of any potential overlap with the current proposal.

7. **Letter(s) of support** (1 page only): Please provide a letter of support from the department chair or other unit head. The letter of support should include information explaining why the individual qualifies as an under-represented faculty or senior fellow. **The Department Chair, Division Chief, Unit Director, or designee is required to affirm that the applicant is an Under-represented Minority, as defined above, in the Letter of Support.**

8. In addition, if you are from an **Economically or Educationally Disadvantaged Background** please provide an explanation (200 words max.) of how you qualify. **The Funding Agencies will determine if you qualify.**

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Source URL: <https://rap.ucsf.edu/under-represented-faculty-senior-fellows-clinical-and-translational-research-awards>

Links

[1] <http://rap.ucsf.edu/determine-eligibility-compare-grants>

[2] <https://aspe.hhs.gov/poverty-research>

[3] <https://rap.ucsf.edu/submission-rules>

[4] <http://rapapp.ucsf.edu/>

[5] <https://partnerships.ucsf.edu/excellence-partnership-awardees#2014>.

[6] <mailto:Wylie.Liu@ucsf.edu>

[7] <mailto:Tracey.Woodruff@ucsf.edu>

[8] <http://grants.nih.gov/grants/funding/phs398/phs398.html>

[9] https://rap.ucsf.edu/sites/rap.ucsf.edu/files/biosketch-blankformat_RAP_version%20E.pdf