The Dean’s Research Award

GUIDELINES

Application Due Date: March 15, 2019, 8 a.m.
The University of Texas Health Science Center at Houston Cizik School of Nursing is soliciting applications for the Dean’s Research Award for FY 2018-2019. Scientific evaluation will be performed by an internal review panel, and recommendations for funding will be made by April, 2019.

**Purpose:** The Dean’s Research Award is intended to provide seed money for pilot projects that will lead to development of grant proposals to be submitted for major extramural funding, to provide new investigators with an opportunity to begin developing a research area, and to provide experienced investigators with an opportunity to develop new areas of research interests.

**Eligibility:** All full-time faculty at the Cizik School of Nursing are eligible to apply. Research conducted to fulfill requirements for a degree is not eligible. New researchers are particularly encouraged. An intramural grant will only be awarded once in a three-year period to the same investigator.

**Support:** One grant will be awarded in the amount of $50,000. The total project period is one year, however, the applicant can apply for a no-cost extension at the end of year one. A second no-cost extension will not be granted. A no-cost extension requires approval by the Associate Dean for Research. The funding period begins on the IRB approval date.

**APPLICATION FORMAT:**
The outline below specifies the information that should be included in the proposal and maximum page limits. All documents should be in Arial 11pt. font with one inch margins and single spacing. Failure to adhere to these guidelines will cause the application to be taken out of consideration.

A. **Specific Aim(s) (1 page)** Make a concise statement of the aim(s) 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. State research questions or hypotheses that will be addressed to achieve each aim.

B. **Research Strategy (6 pages)**
   1. **Significance (Recommend ≤ 1 page)**
      a) Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses.
      b) Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.
      c) Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.
   2. **Innovation (Recommend ≤ 1/3 page)**
      a) Explain how the application challenges and seeks to shift current research or clinical practice paradigms.
      b) 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).
      c) Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation or interventions.
   3. **Approach (Recommend 4 ½ – 5 pages)**
      a) Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. Include the proposed design, setting, sampling plan, sample size, methods of measurement/instruments and methods of data collection. Describe how the data will be analyzed and interpreted. A timetable of activities may be included in this section.
      b) Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the aims.
c) 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.
d) Point out any procedures, situations, or materials that may be hazardous to personnel and precautions to be exercised.
e) Include information on any preliminary studies, data, and experience pertinent to this application, if applicable.

C. **Potential for Extramural Funding** – Indicate how the proposed study will serve as a foundation for future work. How does your study relate to current national priorities? What are potential sources for extramural funding? Will the proposed work result in pilot data for a larger project? Where do you plan to publish the results?

D. **Mentors for New Investigators** – A new investigator is required to select a research mentor to work with her/him in the development and implementation of the project. The mentor should be an experienced researcher at the Cizik School of Nursing faculty or experienced research faculty within UTHealth. “New investigator” is defined as a faculty member who has had no more than $15,000 in extramural funding for research as principal investigator since completion of last degree. If a Dean’s Research Award is granted, the research mentor will receive a SON honorarium of $2500 to work with the Principal Investigator in the conduct of the research. In the proposal, list the mentor’s name, credentials, and title. Describe the role of the proposed mentor in the development of the proposal and plans for working together to conduct the proposed research if funded by a Dean’s Research Award.

E. **Other research support** – Itemize existing and pending research support (if any). Include source, period, amount, the title and purpose of each project.

F. **Budget** – Include a detailed, itemized budget. **Non-Allowable Expenses**: PI salary, copy charges, computer support, office supplies, travel, capital equipment (over $5,000), and administrative costs are not allowed. **Allowable Expenses**: Research assistant, subject incentives, license fees, REDCap or Qualtrics, equipment (less than $5,000), mileage (to/from site), and bioassays.

G. **Facilities & Other Resources** – Identify the facilities to be used (laboratory, animal, computer, office, clinical and other). Describe resources that are directly applicable to the proposed work. Describe any resource sharing plans that are applicable.

H. **Appendices** – References and research instruments, if applicable.

**Review Process**
Reviewers will consider each of the 4 criteria below when scoring:

1. **Significance**
2. **Innovation**
3. **Approach**
4. **Potential for future major extramural funding**
**Post-Award Procedures**

After notification of an award, the funds will be made available after the investigator submits approval from the Committee for the Protection of Human Subjects or Animal Welfare Committee to the Center for Nursing Research (CNR). The Director of Research Services should be notified of protocol approval so a budget can be established. Modification to a submitted budget will require discussion and approval before funding for a non-budgeted item is approved. It is expected that projects will be completed in 1 year. A progress report must be completed every 6 months and submitted to the CNR, which includes a financial expenditure update and current IRB approval letter, which covers the upcoming funding period. A final report is required at the end of the project. If a project requires an additional year of research support beyond one year then a formal letter of request is required for review and approval along with a progress report, financial update and IRB approval. All reports must be completed and submitted to Charmaine D. Wilson, the Director of Research Services. Approval for the no-cost extension can be only granted by the Associate Dean for Research.

**Application Deadline**

Proposals should be submitted via email by **8am on March 15, 2019**. Please submit your application in PDF format to cnrgrants@uthouston.edu.

If you have any questions, call Bonnie Ladner (x2040) or Charmaine Wilson (x2037).