

2019 John S. Dunn Foundation Collaborative Research Award Program

Full Proposal Requirements

Administered by the Gulf Coast Consortia

The purpose of this program is to foster new, exemplary inter-disciplinary and inter-institutional engagement in the **quantitative biomedical sciences** by providing research seed grants of up to \$100,000 per team to support research/preliminary work for 2 years with the goal that these exploratory, high-risk projects will be competitive for future peer-reviewed funding.

Funds are awarded to **new** collaborative teams in which each member of the team is from a different GCC member institution: Baylor College of Medicine, Rice University, University of Houston, UT Health Science Center at Houston, UT Medical Branch at Galveston, UT MD Anderson Cancer Center, and The Institute of Biosciences and Technology of Texas A&M. Note that this approach differs from that of previous years, as the requirement that each team include a faculty member affiliated with the Bioscience Research Collaborative has been eliminated.

GCC staff will manage the full proposal process with the expectation of 21 full proposals (three from each GCC member institution).

Three teams submitting full proposals will be selected to receive a Dunn Collaborative Research Award of up to \$100,000 per team for a two-year period.

Team Eligibility

Eligible teams must satisfy all of the following criteria:

- Institutional Affiliation: Participation is limited to faculty who are tenured or tenure-track and MD, PhD level or equivalent in GCC member institutions: Baylor College of Medicine, Rice University, University of Houston, The University of Texas Health Science Center at Houston, The University of Texas M. D. Anderson Cancer Center, The University of Texas Medical Branch at Galveston, and The Institute of Biosciences and Technology of Texas A&M Health Science Center.
- Multi-institutional: The research teams *must* include collaborators from at least two different eligible institutions.
- New Collaborations: None of the investigators on the proposing team, including co-PIs, should have worked together previously, since the goal of this program is to initiate new research collaborations. Previous collaborative activity is defined as collaborations that have resulted in measurable outcomes, including but not limited to publications, grants, patents, etc.
- One-proposal Limit: Faculty can be PI or a member of the collaborative team on only one pre-proposal.
- Previous Recipients: There is a 5-year moratorium for all previous award recipients. Members of any research team that received an award between 2014-2018 are ineligible for the 2019 research grant program. A listing of past recipients can be found [here](#).

Full Proposal

Due: June 10

By invitation only: three pre-proposals from each institution will be invited to submit full proposals.

Invitation to submit: by April 16

Teams should compile all elements of the proposal into a single PDF and submit via email to: smtomlin@rice.edu.

The proposal should utilize 11-point Arial font with at least one-inch margins. Applications that do not adhere to the guidelines below or do not meet requirements for eligibility will be returned without review.

1. **Cover Page:** Please complete the pre-formatted [cover page](#) which includes the following requisite information:
 - a. **Project title:** Full project title
 - b. **Investigator Team:** Names, positions, and affiliations of the investigator team involved in the project. The principal investigator should be listed first.
 - c. **Administrative Contacts:** Name(s), email address(es), and phone number(s) for departmental and other relevant administrators should be included.
2. **Scientific Abstract:** Include a one-paragraph scientific abstract (limit 400 words) that provides:
 - a. a clear description of the area(s) of research that will be the focus of the application
 - b. planned cross-disciplinary approach
 - c. specific objectives of the project.
3. **Lay Abstract:** Include a one-paragraph lay abstract (limit 200 words) that describes the proposal in terms accessible to a non-scientist and that could be used in press releases and communications to the community at large.
4. **Research Plan:** (Maximum six (6) pages for a-e including illustrations and tables). The following elements are required:
 - a. Specific Aims
 - b. Background and Significance
 - c. Preliminary Studies/Rationale
 - d. Research Design and Methods (including a time table and milestones for the 2-year project period)
 - e. Description of how the project represents a new collaborative research initiative, the planned cross disciplinary approach, novelty, impact, and plans for seeking external funding to continue the proposed project.
 - f. References (not included in 6-page limit)
5. **Investigator Biosketches:** A biographical sketch of the investigators on the team must be included. Please limit these documents to two (2) pages each with relevant publications using the standard NIH format. The biographical sketch for the principal investigator should be placed first.
6. **Budget and Budget Justification:** Each investigator on the collaborative team should submit a preliminary budget and budget justification for review consideration using the [GCC Dunn-BRC Budget Form](#). The combined budgets should add to the full award amount (up to \$100,000 total). See the “Research Budget Information” section below for further information. Budgets will be finalized upon notice of award in compliance with the investigators’ home institutions.

Research Budget Guidelines

[GCC Dunn-BRC Budget Form](#)

- Budget covers both years of award (i.e. you do not need to separate year 1 from year 2).
- Funds may be requested for
 - supplies,
 - equipment (up to \$5,000),
 - travel (up to \$2,000),
 - stipends, and
 - research staff salaries (graduate students, postdoctoral associates, technical staff, non-tenure track research faculty)
- Equipment purchases should be limited to \$5,000 unless the equipment is absolutely necessary to meet the aims presented. Justification should be provided.
- Costs that are **not** allowed:
 - Indirect (F/A) costs
 - Salary for the PI and/or co-investigators
 - Tuition remission
- Maximum budget is \$100,000 for duration of two (2) years.
- Under exceptional circumstances, a 6-month no-cost extension may be requested with justification (maximum funding remains \$100,000).

- If significant progress is not demonstrated by the end of the first year after review by the GCC Oversight Committee, then unused funds must be returned to the program.
- If, during the proposal or award period, the status of a faculty member or collaboration changes, the PI(s) must immediately notify Suzanne Tomlinson at smtomlin@rice.edu.

Research Post-Award Requirements

1. **Reports:** Grant recipients are required to submit a mid-term progress report and a final report to the GCC Research Programs Director. Annual reports may be requested for five (5) years post-award.
2. **Research Proposal Reviewer:** Grant recipients are required to participate in the subsequent years' review processes, as needed.
3. **Other Requirements:** Grant recipients may be expected to present their research outcomes to the Dunn Foundation, the GCC Oversight Committee, or other interested parties and to provide additional information as requested by the GCC Oversight Committee. This information would include a summary of the project as well as impact of the research within the GCC and the larger community.
4. **Acknowledgements:** Funding from the John S. Dunn Foundation Collaborative Research Award Program must be acknowledged in all publications or presentations associated with or arising from an award.

Note: Scientific disciplines covered by submissions to this program range across a spectrum within the *quantitative biomedical sciences*.

Selection Criteria for the Full Proposal

Three teams from each institution will be invited to submit full proposals. The selection criteria for the Dunn Collaborative Research Award Program include the following:

- novelty of the proposed research
- interdisciplinary nature of the work/integration of the team
- quality of the science
- qualifications of the investigators
- anticipated level of impact/long-term sustainability

Please note that the record of previously funded awards is not indicative of a preference for types of proposals or fields covered. All proposals in the quantitative biomedical sciences are welcome and given equal consideration.

Timeline for Dunn Pre-Proposals and Full Proposals

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| • Pre-proposal RFA | March 11, 2019 |
| • Pre-proposal submission deadline | April 1, 2019 |
| • Selection of 3 pre-proposals deadline | April 15, 2019 |
| • Invitations sent for submission of full research proposals | by April 16, 2019 |
| • Full research proposal submission deadline | June 10, 2019 |
| • Review of full proposals | Early August 2019 |
| • Notice of awards | Late August 2019 |
| • Project start date | September 1, 2019 |
| • Project end date | August 31, 2021 |

Questions?

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