

## Department of Pathology & Laboratory Medicine Research Grant Program Request for Applications (RFA)

The Department of Pathology & Laboratory Medicine (PLM) is offering the opportunity to receive research support for highly meritorious projects. Funds may be requested for a wide variety of purposes including pilot studies, stand-alone projects, individual pieces of equipment, travel to meetings/conferences, etc. This program will be administered by the AKC (the Advancing Knowledge Council).

- 1) **Who is Eligible:** all faculty in PLM; all Fellows, Residents, Students and Post-Docs in PLM. A faculty mentor with a > 0.7% FTE appointment in PLM must be named as Co-Principal Investigator.
- 2) **What expenses are allowed:** operating, equipment, conference or workshop organization or attendance; staff salary may be allowed on an “as available” basis. Faculty salary is not allowed.
- 3) **What amounts are available:** up to \$15,000 for equipment/research projects; up to \$5,000 for conference/travel support. Projects must be finished within 12 months of award.
- 4) **What is the process:**
  - a) **To start:** investigators are encouraged to speak with their Division Chiefs before applying, to help understand the appropriateness of proposals and how best to frame them.
  - b) **Key features** investigators might consider before applying include (but are not limited to):
    - How will completion of this project advance knowledge in the field of inquiry?
    - How will completion of the project advance the research mission of the Department? It is aligned with the strategic plan?
    - How will completion of the project help to integrate the divisions of Population Health, Clinical Research, Laboratory for Clinical Biochemistry Research, and Redox Biology and Pathology?
    - Is the project transdisciplinary?
    - Is the project translational?
    - Will completion of this project result in a manuscript or garner the necessary preliminary data to compete for external funds.
    - Similar questions should be posed regarding purchases of equipment, travel for meetings, etc.
  - d) **Timing:** Proposals must be received before either **April 15 at 5pm EST** (for the first cycle) or **Oct. 15 at 5pm EST** (for the second cycle). The maximum time to final decision will be 5 weeks, and funds will be disbursed the latest by June 30 (Cycle 1) or December 31 (Cycle 2).
  - e) **Review Criteria:**
    - We will use the NIH scale to review requests for funds.
      - ✓ 1 = top score (1-3 high impact)
      - ✓ 5 = medium/average (4-6 medium impact)
      - ✓ 9 = low priority (7-9 low impact)
    - **Overall Impact:** This is the final score that will be given to the project. It reflects what the impact of completion of this project be for the research

mission of the Department. One of the major goals is to bring research within the different research divisions (Population Health, Clinical Research, Laboratory for Clinical Biochemistry Research, and Redox Biology and Pathology) together. This score takes into consideration whether the project encompasses investigators from multiple research divisions. The overall Impact score also reflects the likelihood that completion of the project, will result in a peer reviewed published manuscript, or an externally (federally funded grant). Only projects/initiatives receiving a high impact score (1-3) will be considered for funding.

- When considering equipment requests, an important driver for the impact score will be to extent to which the requested equipment is critical to continuing the successful research mission of a laboratory, and assesses whether the equipment will be shared by multiple PIs

**5) How do I submit an application and what is required?**

**Submissions packages should include the following:**

- The completed PLM Research Support Application form
- Short Curriculum Vitae (or NIH Biosketch) for each investigator.
- Letter of Support. Each investigator must provide one letter of support from their division chief (or PLM Chair if Division Chief is applying or a Mentor) confirming qualifications and support to undertake your proposed project.
- Submit your materials to [michele.hirsch@med.uvm.edu](mailto:michele.hirsch@med.uvm.edu) by before either April 15 by 5pm EST (for the first cycle) or Nov. 30 by 5pm EST (for the second cycle)

- 6) **Final Report:** Submission of a progress report is mandatory at the end of the funding period (1 year). This report must include a brief discussion of the results of the proposed study, whether any publications have been submitted or are planned, and a statement addressing the overall impact the project has had on PLM. Recipients of research project funds are encouraged to present at the annual research day. Funding should be acknowledged in publications and presentations via the following statement: *“This work was funded in part by a research grant from the Department of Pathology and Laboratory Medicine.”*