

Frequently Asked Questions 2025 WPP Research Pilot Awards



Institute for Clinical and
Translational Research
UNIVERSITY OF WISCONSIN-MADISON

This FAQ is provided as a resource to assist with the process of applying for the 2025 ICTR Research Pilot Awards that are funded by a grant from the Wisconsin Partnership Program. **Please refer to the appropriate Request for Proposal (RFA) for full details about eligibility, review criteria, and application deadlines and processes.**

Funding for these awards is contingent upon the successful renewal of grant support from the Wisconsin Partnership Program.

The RFAs supported by this FAQ are:

- CCOR: Clinical and Community Outcomes Research Pilot Award
- CHER: Collaborative Health Equity Research Pilot Award
- D&I: Dissemination and Implementation Research Pilot Award
- PEPR: Patient Engaged Partnership Research Pilot Award

At a Glance				
Award	CCOR	CHER	D&I	PEPR
Funding	\$75,000	Track 1: \$15,000 Track 2: \$75,000	\$150,000	\$100,000
Duration	12 months	12 months	18 months	12 months
Eligibility	UW-Madison Faculty No other currently active ICTR funding	<ul style="list-style-type: none"> • Track 1, applicants are Postdoctoral Scholars • Track 2, applicants are Assistant Professors Both Tracks must include a UW-Madison Faculty mentor as Co-PI No other currently active ICTR funding for either PI	UW-Madison Faculty No other currently active ICTR funding	UW-Madison Faculty No other currently active ICTR funding
Special Criteria	Interventional research that directly involves community partners	Mentored research that directly addresses health equity	Partnership with clinic or another implementation site	Patient advisory panel and/or patient partners directly involved in planning the study, conducting the study, and disseminating study results

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Q: What is the goal of ICTR Research Pilot Award funding?

Pilot awards are generally intended to fund activities related to collecting preliminary data and other evidence that will support future work that is funded by larger, extramural awards.

Q: Who funds these awards?

The 2025 CCOR, CHER, D&I, and PEPR awards are administered by ICTR and funded by the Wisconsin Partnership Program.

Q: What types of proposals are prioritized for funding?

While each RFA has unique criteria for proposals, the ICTR Pilot Awards Program generally prioritizes projects that involve one or more of the following:

- Collaborations (early career investigators with research mentors, interdisciplinary partnerships or collaborations with the Marshfield Clinic Research Institute)
- Special Populations (rural communities, from sexual and/or gender minoritized groups, from racial and/or ethnic minoritized groups, experiencing poverty, and/or with disabilities)
- Special Health Focus (contemporary and/or emerging health crises, maternal or fetal health, mental or behavioral health, pediatric or geriatric health, and/or substance use disorders)

Q: What does “Faculty” mean?

UW-Madison only recognizes tenure track faculty as “full faculty” members of the university. Though the other 5 categories of faculty are technically considered “academic staff,” all 6 faculty categories are eligible to serve as Principal Investigator for the purpose of ICTR Pilot Awards.

For more information, see the SMPH overview of the 6 faculty tracks:

<https://intranet.med.wisc.edu/faculty-affairs-and-development/faculty-central-resources/preparing-for-promotion/overview-of-faculty-tracks>

Q: My title is “Scientist,” and I have permanent PI status, can I apply?

Academic Staff in the “Scientist” title series may serve as PI, and must provide documentation of permanent PI status. Scientists with Limited PI Status are not eligible.

For more information, see the VCR guidance on Permanent PI status for Academic Staff:

<https://research.wisc.edu/compliance-policy/principal-investigator-status>

Please note that while the VCR policies allow Academic Staff in a variety of titles to apply for and receive permanent PI status, WPP only allows those in the Scientist title series.

Though Academic Staff with temporary PI status may not serve as PI for these awards, they may be eligible to serve as PI for other ICTR Research Pilot Awards.

Q: I’m Academic Staff with limited PI status, can I apply?

No. PIs for this award mechanism must hold a UW-Madison faculty appointment or a Scientist title with documentation of permanent PI status (see Questions above). Academic Staff may

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serve as Co-Investigators, collaborators or other key personnel, as appropriate for their role and experience.

Though Academic Staff with limited PI status may not serve as PI for these awards, they may be eligible to serve as PI for other ICTR Research Pilot Awards. Please refer to the eligibility criteria of the specific RFAs.

Q: What do I need to do before I can apply?

For the CCOR, D&I, and PEPR Awards, the PI must:

- Review the Pre-Submission Session video in Canvas on or before the deadline listed in the RFA
- Submit a Letter of Intent on or before the deadline listed in the RFA

For the CHER Award, the Postdoctoral Scholar or Assistant Professor applicant must:

- Review the Pre-Submission Session video in Canvas on or before the deadline listed in the RFA
- Submit a Letter of Intent on or before the deadline listed in the RFA

Once these are confirmed, prospective applicants will be provided with a link to make their full application submission.

Q: How is the full application submitted?

The full application is submitted via REDCap, and includes:

- A form for the collection of academic and demographic information
- A place to upload the budget and justification, using the provided template
- A place to upload all applications sections, combined into one PDF

See the RFA for a detailed description of the application sections which must be included.

Q: Do I need IRB approval before I submit my application?

No. But you will need IRB approval or confirmation of exemption for your funding account to be initiated.

Q: How will proposals be evaluated for scientific merit?

Each full application will be evaluated using the NIH 9-point (1 = exceptional; 9 = poor) scoring system. Each application will receive a separate score for Overall Impact and for each of five core review criteria (Significance, Investigators, Innovation, Approach, and Environment). Merit will be determined by averaging the Overall Impact scores from two independent reviewers with appropriate expertise.

Applications will be evaluated and ranked by an ICTR Scientific Review Committee (SRC). The SRC will strongly consider the special criteria listed in the Narrative section of this RFA (collaborations, special populations, and/or special health focus). They will also consider whether the budget is reasonable and justified in relation to the proposed research and may request further clarification and/or modifications.

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Q: How will the community engagement aspect of the proposals be evaluated?

An ICTR External Community Review Committee (ECRC) will review those projects ranked by the SRC as fundable. The ECRC provides a valuable community lens and focuses on community engagement and partnerships, and potential to advance health equity.

Q: Are no-cost extensions allowed?

Yes. Awardees may apply for no-cost extensions, which may be granted at ICTR's discretion. Please note that a PI may not apply for another ICTR award while another award is active, even in NCE status.

Q: Are there resources for identifying or connecting with community partners and potential academic co-investigators or collaborators?

Yes. Please see Appendix A: "Community Engaged Research Programs" for a list of resources for engagement with community partners. All programs listed are currently available for consultation.

Bri Deyo and Chris Sorkness can assist with identifying potential academic partners at UW or MCRI.

Q: Will these awards be offered again?

Yes. ICTR releases a set of community engagement RFAs annually in the fall with spring start dates. The continued availability of these awards is contingent upon continued funding from WPP. Other Pilot Award RFAs are released throughout the year. To see a complete list of ICTR funding opportunities, see: <https://ictr.wisc.edu/funding-opportunities-2>

Q: What happened to the AHEAD award that was previously offered to postdoctoral scholars?

ICTR is still offering a Research Pilot Award for postdoctoral scholars with a faculty mentor, in the form of the CHER, Track 1. In previous years, the AHEAD Pilot Award was only available to postdoctoral scholars who were participating in the AHEAD mentored professional development program. ICTR has expanded eligibility for the award beyond the AHEAD program, which necessitated a rebranding of the award to avoid confusion.

For more information about the Advancing Health Equity and Diversity (AHEAD) mentored professional development program, see: <https://ictr.wisc.edu/ahead-program>

Q: What happened to the SPER award that was previously offered?

To decolonize the language and emphasize the patient engagement aspect of the Stakeholder and Patient Engaged Research (SPER) Pilot Award, it has been renamed as the Patient Engaged Partnership Research (PEPR) Pilot Award.

Q: I have questions that were not addressed in this document, who can I talk to about my proposal?

Bri Deyo, ICTR Pilot Awards Program Manager, deyo@wisc.edu

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