

Frequently Asked Questions

CHER, CCOR, and SPER Award Applications

I. General Information

1. What is the goal of each of the Pilot Awards?

The CCOR Pilot Award supports community-partnered health research that addresses knowledge translation into clinical practice, community programs, and health policy. It also supports interventions requiring behavior change at individual, organizational, or system levels.

The goal of the CHER Pilot Grant Program is to support early-stage investigators focused on health disparities/inequities in gaining experience in clinical and translational research. This program aims to promote health equity by fostering community-engaged research projects addressing health inequities.

The goal of the Stakeholder and Patient Engaged Research (SPER) RFA is to support community-partnered health research that will strengthen competitive applications for external funding. It aims to provide researchers with the necessary infrastructure, partnerships, and preliminary data to excel in research emphasizing stakeholder engagement.

2. What types of projects are prioritized for funding?

Priority is given to applications addressing contemporary and emerging health crises and disparities in groups identified by NIH as experiencing health disparities. This includes underrepresented and/or marginalized racial and ethnic identities, less privileged socioeconomic status, underserved rural populations, sexual and gender minorities, and people with disabilities or special healthcare needs.

3. What is the intended outcome for successful grantees?

Successful grantees are expected to use pilot data to seek further external, peer-reviewed funding to support their research career trajectory. This award is not meant to support projects independent of investigator career path.

4. Can previous applicants reapply?

Yes, applicants who submitted a previous ICTR Pilot Award Application but were not funded are encouraged to apply, but they must submit a new application.

II. Award Details

5. How much funding is available through the Pilot Awards?

- CCOR: A maximum of \$75,000 is available for 12 months of direct support.
- CHER: A maximum of \$75,000 is available for 12 months of direct support.
- SPER: A maximum of \$100,000 is available for 12 months of direct support.

III. Eligibility Criteria

6. Who is eligible to be a Principal Investigator (PI)?

Principal Investigators must be UW-Madison employees, including those with joint appointments with VA Hospital or UW Milwaukee. Marshfield Clinic/Marshfield Clinic Research Institute Investigators may be an MPI with an eligible UW-Madison employee.

7. Who is ineligible for the award?

Those who are current residents, fellows, or post-doctoral associates, have applied to another ICTR Pilot award within the calendar year as PI or MPI (allowed to be co-I on another application), are previous ICTR grant awardees with an active award, or are previous ICTR Pilot awardees without successful external funding based on the previous award.

IV. Key Dates & Deadlines

8. What are the key dates for the application process?

- RFA Workshop (mandatory): Before October 20, 2023
- Letter of Intent Due (mandatory): October 20, 2023 (by 5 pm CST)
- Full Proposal Due: December 4, 2023 (by 5 pm CST)
- Review Period: December 2023-February 2024
- Awards Announced: February 2024
- Earliest Project Start Date: March 1, 2024

V. Application Timeline & Components

9. What are the components of the application process?

The application involves three components: viewing the mandatory RFA workshop recording, submitting a Letter of Intent (LOI), and submitting a full application.

10. What should be included in the Letter of Intent (LOI) and how do I submit it?

The LOI should include information about the Contact PI, Proposal Title, Key Personnel, Research Overview and Specific Aims, Community Involvement, Special Criteria, and Letters of Support. Refer to the RFA for detailed instructions. Send your completed LOI to: verdone@wisc.edu.

11. Will feedback be provided on the Letter of Intent (LOI)?

Yes, we will respond back to acknowledge receipt of your LOI and whether it is responsive to the award to which you have applied. If we feel that your project is a better fit for one of the other open RFAs, we will recommend you apply for that award instead.

12. What should be included in the Full Application?

The Full Application should include the following sections: Applicant Information, Scientific Abstract, Community Abstract, Biosketches, Budget, Narrative, Impact Statement, Timeline, Collaboration Plan, Literature Citations, and Letters of Collaboration/Support. Refer to the RFA for detailed instructions for each section.

13. How do I submit my Full Application?

Those who send a responsive LOI will be provided a link to submit their full application through REDCap.

14. Do I have to obtain IRB approval before I submit my application?

No, however IRB approval will be needed before funds are dispersed. Preliminary planning for IRB submission is highly encouraged.

15. What is the expected timeline for project completion?

Projects must be completed within 12 months of the start date and no later than March 31, 2025.

16. Are no-cost extensions allowed?

No, no-cost extensions will not be allowed.

VI. Application Review

17. How will applications be evaluated?

Applications are evaluated using a multi-step process including an administrative review, individual scientific/peer review, and reviews by the ICTR Scientific Review Panel and External Community Review Committee. Refer to the ICTR Funding Opportunities page for more information on each step of this multi-step process.

VII. Additional Information

18. I'm having trouble identifying/connecting with community partners, where can I go for help?

Appendix A of the RFA lists ICTR-affiliated community engaged research programs. Contact information for each of the programs is listed.

19. Will these awards be offered in future rounds?

It is our intention to continue to grant ICTR Pilot Awards into the future. However, our ability to grant these awards is dependent on continuance of external funding.

20. Where can I find further information and resources for the AHEAD Pilot Grant Program?

For further information and resources, you can refer to the official ICTR Funding Opportunities page or contact Melinda Verdone at verdone@wisc.edu.