



2014 Pilot Program Two Calls for Applications

1. Domestic & international social & behavioral HIV research

The Center for HIV, Identification, Prevention and Treatment Services (CHIPTS) is accepting pilot grant applications for domestic social, behavioral and policy research studies relevant to HIV/AIDS in Los Angeles County, from faculty investigators, postdoctoral fellows, and graduate students at CHIPTS affiliated institutions (i.e., UCLA and Friends Research Institute). A total of **\$90,000** is available to fund Investigator awards up to \$30,000 and postdoctoral and graduate student awards up to \$15,000. It is anticipated that three to four proposals will be funded.

The goal of this request for pilot applications is to prepare CHIPTS researchers and its collaborative partners to develop innovative research consistent with or related to the Center priorities of eliminating HIV in Los Angeles County and to seed funding for larger research projects or intervention programs. Applications are invited on any topic of significance and innovation to current HIV identification, prevention or treatment priorities in Los Angeles County, including but not limited to:

- Behavioral economic interventions
- Innovative mobile and web technology-based strategies to enhance the design, implementation and/or dissemination of interventions to reduce the transmission of HIV
- Retention to HIV care among people living with HIV
- Test and treat among disproportionately affected populations in Los Angeles, such as transgender and young African-American and Latino MSM
- Combination prevention approaches that integrate biomedical and behavioral strategies
- HIV-related stigma, including the intersection of perceived and experience stigma, ethnicity and sexual orientation, and interactions with care givers, family, and community
- Social network intervention research
- Treatment adherence and achieving undetectable viral load and decreased community viral load
- Policy and services impacts related to the Affordable Care Act

2. Domestic social & behavioral HIV research including biomarkers or other clinical interventions



CHIPTS is also collaborating with the UCLA Center for AIDS Research (CFAR)/AIDS Institute to support a targeted call. Up to **\$20,000** is available for a domestic social and behavioral HIV research project that includes biomarkers. Proposals could include biomarkers such as ARV levels or substance use in hair, nails, taggants, exhalants, or urine.

Application deadline: Friday, December 12th 2014

All applicants should follow the instructions below:

ELIGIBILITY

Eligible applicants are limited to research scientists who had or have a working relationship with a community-based organization that can assist in formative research, access to subjects, or data collection. Community-based organizations are only eligible to apply if they have a working relationship with a research scientist from UCLA or one of the affiliated organizations. This eligibility criterion is necessary because of IRB requirements for the pilot studies.

Any team or individual leading a successful application must agree to meet quarterly with funded project teams to modify and tailor their project's goals and deliverables based on the information needs for the planning of a community level trial.

Investigators are strongly encouraged to form meaningful partnerships with the community to carry out their projects. The applicant must be Principal Investigator at a CHIPTS institution and assume responsibility for IRB approval of any community partnership proposals.

APPLICATION INSTRUCTIONS

Pilot applications should be 3 pages (single spaced, ½ inch margins, Arial 11 point font), which includes:

- Specific aims (~½ page)
- Research plan (inc. significance, background, preliminary studies).
- A statement of the aspect of the Los Angeles County MSM or MSM/W epidemic that the pilot activity addresses.
- A statement of previous success in conducting pilot research projects, literature reviews, secondary analyses, or collaborative research projects.
- A statement of anticipated goals and work plan.

Applications which do not follow the above guidelines, including those which exceed the page limit, may be returned without review. References may be included on additional page(s).

FORMS

The application will use NIH PHS398 forms available online at:

<http://grants.nih.gov/grants/funding/phs398/phs398.html>

Applicants using the PHS 398 application must use the 06/09 version of the application instructions and forms.

You will need to complete the following forms:

Form Page 1: Face Page (only the Department Chair and PI signatures are required)

Form Page 2: Summary, Relevance, Project/Performance Sites, Senior/Key Personnel, Other Significant Contributors, and Human Embryonic Stem Cells

Form Page 4: Detailed Budget for Initial Budget Period

Biographical Sketch Page(s): For PI and any other key personnel

Continuation Page: Use this for the text of the proposal and budget justification (2-pages max.)

Please follow NIH instructions for completing these pages, the application does not require OCGA sign off unless your Department or Institution requires it.

INVESTIGATOR APPLICANTS

Investigator awards will be evaluated on the basis of scientific merit, innovation, and significance to HIV/AIDS in Los Angeles County, weighted (50%), (25%) and (25%), respectively.

A. Research Plan (use NIH continuation pages). Include Specific Aims, Significance and Background for your approach. Describe **any Preliminary Studies** and the **Research Plan**, including hypotheses, methodology, experimental subjects and controls, potential problems and the significance of the expected results. List pertinent Literature References with PMCID numbers listed per NIH policy. Your plan should be realistic enough to allow completion of the project within 12 months of funding, including UCLA IRB approvals. Include a section on the innovativeness and creativity of your proposed project. Additionally, justify, using appropriate background and literature citations, the relevance of these studies to understanding social, behavioral and/or policy issues related to HIV/AIDS in Los Angeles County. The significance of the studies must be as specific as possible, and relate to one of the research areas of HIV outlined in the call.

POST-DOCTORAL AND GRADUATE STUDENT APPLICANTS

Post-doctoral and Graduate student applications will be weighted on scientific merit (50%), significance to the HIV/AIDS problem (25%) and training potential (25%).

A. Research Plan (use NIH continuation pages). Include Specific Aims, Significance and Background for your approach. Describe **any Preliminary Studies** and the **Research Plan**, including hypotheses, methodology, experimental subjects and controls, potential problems and the significance of the expected results. List pertinent Literature References with PMCID numbers per NIH policy. Your plan should be realistic enough to allow completion of the project within the time requested. Justify, using appropriate background and literature citations, the relevance of these studies to understanding social, behavioral and/or policy issues related to HIV/AIDS. The significance of the studies must be as specific as possible, and relate to one of the research areas of HIV outlined in the call.

B. Training potential (use NIH continuation pages). Describe the training relevance of the proposed research, including how it will prepare the applicant for their next career step. Do not exceed one double-spaced page. This section will be accorded 25% of the weight in calculating the priority score. This section is specific to post-doctoral and graduate student applicants only, it must be included and this one page can be in addition to the three pages described in section A. above.

ALL APPLICANTS

Human Subjects Protection & Children, Gender and Minority Inclusion. Briefly describe the plan for the protection of human subjects. Briefly, describe the composition of the proposed study population in terms of gender and racial/ethnic group, and whether children are included, together with a rationale for its choice. In addition, please address age, gender and racial/ethnic issues in developing a research design and sample size appropriate for the scientific objectives of the study. This section does not count in your three-page limit.

ELIGIBILITY CRITERIA FOR APPLICANTS

Applicants must have a full-time faculty or postdoctoral appointment at a CHIPTS institution (UCLA or Friends Research), or be enrolled in a graduate program at a CHIPTS institution. Investigators are encouraged to partner with Community Based Organizations where appropriate.

HUMAN SUBJECTS REVIEW AND APPROVAL

All proposals must obtain human subjects review and approval in order to receive funding. UCLA applicants must follow the usual requirements for obtaining human subjects review and approval. Non-UCLA applicants must obtain review and approval from the institutional review board (IRB) at their own institution (reviewing IRB must have a Federalwide Assurance from the DHHS). In addition to their own IRB approval, non-UCLA applicants (including non-UCLA researchers) must submit their approved protocol to the UCLA IRB for an expedited review. Non-UCLA applicants will submit their approved forms along with a completed packet of UCLA forms to the UCLA IRB. This will require non-UCLA applicants to identify a UCLA faculty sponsor for purposes of IRB submission only. This UCLA sponsor should not be involved in the research project in order to receive expedited review by the IRB.

Please note that IRB approval (and State Department Clearance for international grants) must be obtained within 90 days of notice of award. If such approval is not obtained CHIPTS reserves the right to reconsider and withdraw its offer of pilot support.

These awards are intended to:

1. Provide funds for new HIV investigators, their postdoctoral fellows, or graduate students newly recruited to the CHIPTS affiliated institutions.
2. Provide funds for established faculty investigators and their postdoctoral fellows who are: a) moving into entirely new areas of HIV-related research or b) doing innovative high-risk, high-benefit research.
3. Provide support for UCLA or Friends projects that involve collaboration with Community-Based Organizations (CBOs) only in partnership with a Principal Investigator from a CHIPTS institution. Faculty or fellows at CHIPTS institutions must be the Principal Investigator, not the CBO.
4. Promote high-quality projects that involve collaborations among multidisciplinary investigator teams and or CBOs.

BUDGET (use NIH budget form page 4 and include a budget justification of costs)

Budget requests for HIV research pilot seed grants should not exceed the funding levels indicated for that applicant category. The grant awards will range from \$5,000 - \$30,000, depending on the type of proposal (e.g. investigator, post-doc, or student).

Funding levels:

Investigator Awards	to \$30,000
Postdoctoral Awards	to \$15,000
Graduate Student Awards	to \$15,000

All funds awarded for 2015 projects must be encumbered by January 31, 2016. No monies can be carried forward. (Projects may complete the work after January 31, 2016, but monies must already be encumbered). Funding is subject to final award approval from the National Institute of Mental Health.

Research personnel costs, supplies and small equipment costs are allowable in seed grants to the extent that they can be justified as being directly related to the proposed research project. Personnel can include support for postdoctoral or predoctoral fellows. Travel may only include those expenses for travel that is necessary to conduct the study. Overhead costs are not permitted on pilot grants. Any possible overlap with other sources of support must be made clear and be justified in the application.

Expenditures must not exceed the total award. Any overdrafts are the sole responsibility of the individual seed grant principal investigator or applicant. Rebudgeting of funds greater than 25% of the total budget between major categories (e.g., personnel to equipment) requires prior written approval.

REVIEW

Applications are reviewed confidentially by the appropriate CHIPTS review committees and by ad hoc reviewers.

Investigator applicants are ranked on scientific merit/weight (50%), innovation/creativity (25%) and relevance/importance to furthering the understanding and therapies for AIDS (25%).

Post-doctoral and Student applicants will be evaluated based upon scientific merit (50%), innovation/creativity (25%) and training potential (25%).

Following committee review and priority ranking of all approved applications, funding recommendations will be made to the CHIPTS Executive Committee based upon available NIMH funds. The applicants will be notified by letter of the outcome of the review process.

REQUIREMENTS OF FUNDED APPLICANTS

1. A progress report will be due on the final working day of September 2015.
2. Upon completion of each grant, the Principal Investigator must submit a brief scientific summary, a final financial report, and a project abstract of work completed. New publications and extramural grant support relevant to the seed grant should also be listed with the report.
3. Funded investigators may be required to give an oral presentation of their work at a CHIPTS event.
2. All publications resulting in whole or in part from support by CHIPTS should acknowledge CHIPTS as the funding source. Social/Behavioral and Policy research publications should acknowledge support from **NIMH Grant # P30MH58107**. In addition, CHIPTS is to be provided with five reprints (or preprints if the publication is still in press) of each publication.
3. A final report is due on May 31 of the year following the award (May 31, 2016).
4. Funded investigators may be requested to serve as reviewers for future pilot program applications.

ADDRESS FOR QUESTIONS AND FINAL SUBMISSION:

Amy Ragsdale
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Application packages are due by 5:00 p.m. on Friday, December 12th, 2014

The application package consists of the following:

- Six printed copies of the application, including the original with all relevant appendices (including institutional approvals for human subjects if completed), as well as any essential reprints or reports.
- An electronic copy of the application send to Amy Ragsdale (aeragsdale@mednet.ucla.edu)

The following signatures are required on all submitted applications:

Principal Investigator
Faculty Advisor (Graduate Student Applicants only)
Department Chairperson of the Applicant
UCLA IRB sponsor (applicants outside of UCLA only)

For UCLA applicants, the "Request for Proposal Approval and Submission" (Goldenrod) need not accompany the application.

When pertinent, please provide supporting documentation that applications for appropriate institutional review have or will be submitted for studies involving human and/or animal subjects and that all other applicable regulations have been followed.

Applicants should also provide pertinent information describing the representative distribution of women and minorities in the proposal.