Funding Opportunity Announcement (FOA):
CHIP Seed Grants for Faculty/Researcher Affiliates FY16

A. KEY DATES

- August 11, 2015
  FOA posted; earliest submission date
- Friday, October 2, 2015
  Letters of Intent (required) due by 11:59 PM EST
- Friday, October 9, 2015
  Applicants notified of LOI approval decision
- Friday, November 6, 2015
  CHIP Affiliate Application due by 11:59 PM EST
- Friday, November 20, 2015
  Full Proposals due by 11:59 PM EST
- January 2016
  Applicants notified of award decision
- Jan 15, 2016 – Jan 15, 2018
  Award period
- June 30, 2018
  Deadline for resulting external grant submission

B. PURPOSE

UConn’s Center for Health, Intervention, and Prevention (CHIP) offers seed grants for faculty and researchers at the Storrs and regional campuses who are CHIP Affiliates. These grants provide funds to support new research initiatives and pilot work that will lead to new large R01-type external grant applications submitted through CHIP in the areas of health behavior and health behavior change.

C. FUNDING AVAILABILITY AND REQUIREMENTS

- Two seed grants of $15,000 each are available for award in this seed grant competition.
- One seed grant will be reserved for applicants who have never been awarded, as a PI, a grant that provides more than $100,000 (in total costs) per year in external grant funding. The other seed grant will be reserved for applicants who have been awarded, as a PI, at least one grant that provided more than $100,000 (in total costs) per year in external grant funding.
- Any external grant proposal that is ultimately written with support from this seed grant must be submitted through CHIP.
- Funds may be used to support routine research-related expenses such as payment of participants, copying of research material (e.g., questionnaires, consent forms), specialized equipment (e.g., digital recorder), or paying research assistants with specialized skills necessary for the proposed project (e.g., fluency in Spanish).
- Funds may not be used to support the investigator’s salary, travel to conferences, routine office equipment (e.g., computers), or student tuition and/or fees.
D. PROJECT AND INVESTIGATOR ELIGIBILITY
1. The investigator must have an advanced degree (e.g., PhD, MD, PharmD), have an eligible faculty appointment (see below) at UConn Storrs or the regional campuses (not UConn Health) and must be eligible to submit external grants through UConn.
2. Eligible faculty appointments are: tenured or tenure-track faculty; in-residence research faculty; clinical faculty; other research faculty; and research scientists/scholars.
3. Ineligible faculty appointments are: post-doctoral fellows; lecturers; research assistants and research associates; visiting titles; extension titles; and adjunct faculty.
4. Graduate students are not eligible for this opportunity.
5. The applicant is required to be an approved CHIP Faculty/Researcher Affiliate, or submit application to become a CHIP Faculty/Researcher Affiliate by **11:59pm EST on Friday, November 6, 2015**. The CHIP Affiliation application form and instructions are available at [http://www.chip.uconn.edu/chip-business-officeaffiliate-application/](http://www.chip.uconn.edu/chip-business-officeaffiliate-application/). Please allow at least two weeks for approval.
6. The proposed research must focus on health behavior and be consistent with CHIP’s mission, which can be found at [http://www.chip.uconn.edu/about/mission/](http://www.chip.uconn.edu/about/mission/). However, it does not have to involve intervention development, implementation, or evaluation. A wide range of research is permitted, including but not limited to, natural history studies, observational studies, qualitative research, correlational studies, and others.
7. Awardees are expected to commit in good faith to submitting an external grant proposal written with support from this seed grant by June 30, 2018.
8. If the investigator already has a CHIP seed grant that is not one of the dual-PI seed grants, s/he must close out the award from that CHIP seed grant prior to the start of the award period for the new grant.
9. Each individual may only submit one LOI/proposal for this competition as the Principal Investigator (PI).
10. There can only be one Principal Investigator per proposal. Dual PIs are not permitted for this particular seed grant opportunity.

E. APPLICATION PROCESS AND REQUIREMENTS

Stage 1: Letter of Intent
1. All applicants must submit a Letter of Intent (LOI) form by **11:59pm EST on Friday, October 2, 2015**.
2. The online LOI form can be found [here](http://www.chip.uconn.edu/chip-business-officeaffiliate-application/).
3. LOIs will be reviewed by CHIP to determine the eligibility of the investigator and proposed research.
4. Applicants must receive written approval of their LOIs prior to submitting a full proposal.

Stage 2: Full Proposal
1. Full proposals must be submitted by **11:59pm EST on Friday, November 20, 2015**.
2. Full proposals should be submitted electronically using the Seed Grant Application Form, which is available beginning in August 2015 at the following link: [http://www.chip.uconn.edu/forms/chip-seed-grant-application-fy16/](http://www.chip.uconn.edu/forms/chip-seed-grant-application-fy16/).
3. The Seed Grant Application form is modeled after a National Institutes of Health (NIH) R21 grant proposal and will require, at a minimum:
   a. Abstract
   b. Roles and functions of project personnel
   c. Detailed budget and budget justification
   d. NIH-format biosketch for the PI
   e. Research plan (maximum 7 pages)
      i. Specific Aims (1 page)
      ii. Research Strategy (maximum 6 pages)
   f. References
   g. Human Subjects section
   h. Other Sources of Support for the proposed project (e.g., additional funding, in-kind services, equipment).

Research plans should not exceed 7 single-spaced pages, with one page for the Specific Aims and up to 6 pages for the Research Strategy. Additional required sections (e.g., Abstract, Budget, Biosketches, References, Human Subjects, and Other Support) do not count towards the 7-page limit. Detailed instructions will be provided in the Seed Grant Application form.

4. Proposals are not required to be routed through CHIP or Sponsored Program Services (SPS).

5. CHIP grants management staff will not be able to assist with development of the budget or budget justification, or with writing the LOI or grant proposal.

6. Seed grant proposals must be predominantly the work of the Principal Investigator (PI) and for the benefit of the PI’s research program. Proposals written primarily by graduate students or others in the PI’s name will not be considered.

7. In fairness to all applicants, late and incomplete applications will not be accepted.

8. Investigators will be notified via email whether or not their proposal has been awarded funding.

F. REVIEW CRITERIA

Priority for funding will be based on the following review criteria, in no particular order:

- Scientific merit of the research plan.
- Completed project’s likelihood to elicit external funding.
- Importance of the research question.
- Extent to which the project is novel or innovative, especially a proposal testing a new methodology, new theory, or new area in need of pilot data.
- Composition of the research team (preference will be given to interdisciplinary work).
- Relevance to the mission of CHIP.
- Extent to which the project demonstrates collaboration with community-based organizations (community collaborations will be regarded positively).
G. CONTACT
For questions not addressed in this FOA or on the Seed Grants overview webpage at http://www.chip.uconn.edu/chip-business-office/seed-grants-and-awards/, please contact seedgrants@chip.uconn.edu.