Date: 9/24/2013
To: CHIP Affiliates at UConn-Storrs and Regional Campuses
From: Jeffrey D. Fisher, Ph.D.
Director of Center for Health, Intervention, and Prevention (CHIP)

Re: Seed Grants for CHIP Graduate Student Affiliates (2013-2014)

Deadlines
- Letter of Intent Due: Friday, December 6, 2013
- Grant Proposal Deadline: Friday, February 7, 2014

Purpose
- These grants provide funds to support new research initiatives and pilot work in the areas of health behavior and health behavior change.

Requirements for Seed Grants for CHIP Graduate Student Affiliates
- You must be a CHIP graduate student affiliate who studies at UConn-Storrs.
  - Applications to become a CHIP graduate student affiliate can be found at: http://www.chip.uconn.edu/chip-business-office/becoming-chip-affiliate/.
- Any proposed research must be focused on health behavior and consistent with CHIP’s mission.
  - CHIP’s mission statement can be found at http://www.chip.uconn.edu/about/mission/.
- Prior to submitting a CHIP seed grant proposal, you must submit the following documents by Friday, December 6, 2013 and receive written approval to submit a full proposal.
  - Letter of Intent to submit a full proposal (http://www.chip.uconn.edu/Seed_Grant_LOI).
  - A statement from your Advisor indicating that s/he approves of the project; will oversee your work on the full proposal and on the project, if funded; and will ensure that you produce high quality work.
- These grants are limited to a maximum of $1,500.

Allowable costs
- Funds may be used to support routine research-related expenses (but not the investigator’s salary), 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 travel to conferences, routine office equipment (e.g., computers), or student tuition and/or fees.

Guidelines for Submission of Seed Grant Proposals
1. Go to (http://www.chip.uconn.edu/Seed_Grant_LOI), and complete and submit the Letter of Intent electronically no later than Friday, December 6, 2013.
2. Seed grant proposals should describe the scope of the work, its contribution to the field, and its potential interest to a particular funding agency. Applications must be modeled after the U. S. Department of Health and Human Services’ PHS 398 (http://grants1.nih.gov/grants/funding/phs398/phs398.html) and include:
Face page

Project Summary and Relevance, Project/Performance Sites, Senior/Key Personnel, and Other Significant Contributors.

Research Grant Table of Contents.

Detailed Budget (not to exceed $1,500) and Budget Justification for all costs involved for pilot research, staff, participant and travel costs, and other costs associated with grant development and submission, and in rare instances, for equipment.

- NOTE: All grants funds must be expended within two years of the award date. Unexpended funds will revert to CHIP.

Biographical Sketches of the Principal Investigator (Graduate Student) and other key personnel.

Research plan (maximum of 5 single-spaced pages, not including References list and Human Subjects section), reflecting sections 2 and 3 of the Research Plan portion of PHS 398, specifically:

- Section 2. Specific Aims (maximum of one page)
- Section 3. Research Strategy (maximum of 4 pages)
  - a. Significance
  - b. Innovation
  - c. Approach

References.

Brief Human Subjects section, if applicable (i.e., Protection of Human Subjects, Inclusion of Women and Minorities, Targeted/Planned Enrollment Table, Inclusion of Children).

Letters of support from the research performance site and collaborating faculty should be included in an appendix and should indicate appropriate linkage and support for conducting the proposed study at the selected location(s).

Grant proposals must be submitted as one PDF document in the following format: Times New Roman, font size 12, single-spaced, and 1-inch margins.

In fairness to all applicants, any application that does not follow the basic format used by PHS 398 will not be accepted.

3. CHIP grants management staff will not assist with development of the budget, the budget justification, or any other aspect of the grant proposal.

4. Email your final proposal as a PDF by Friday, February 7, 2014 to Jennifer Wang at Jennifer.Wang@chip.uconn.edu.

Priority for funding will be based on:

- Scientific merit of the research plan.
- Completed project’s likelihood to develop into a larger study and garner external funding (e.g., an NRSA proposal through NIH).
- 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 research 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).

Please contact Jennifer Wang at 860-486-2313 or at Jennifer.Wang@chip.uconn.edu with any questions regarding this funding opportunity.