Date: 10/22/2013
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: $15,000 CHIP Seed Grants for Obesity Research (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 that will lead to future external grant applications submitted through CHIP in the areas of obesity prevention and control, with a focus on health behavior and health behavior change. CHIP is committed to supporting research in obesity, nutrition, and physical activity that translates effective behavior change programs to at-risk individuals.

Requirements for $15,000 CHIP Seed Grants
• You must be a CHIP affiliate with an advanced degree (e.g., PhD, MD, MPH) who works at UConn-Storrs or one of the regional campuses (i.e., Avery Point, Greater Hartford, Stamford, Torrington, Waterbury).
  ➢ Applications to become a CHIP 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 in the area of obesity prevention or control, and it must be consistent with CHIP’s mission.
  ➢ CHIP’s mission statement can be found at http://www.chip.uconn.edu/about/mission/.
• Any external grant proposals that develop out of a CHIP seed grant must be submitted through CHIP.
• Prior to submitting a CHIP seed grant proposal, you must submit a Letter of Intent (http://www.chip.uconn.edu/Seed_Grant_LOI) by Friday, December 6, 2013 and receive written approval to submit a full proposal.
• Funds from previous CHIP seed grants should be expended and/or closed out.
• These grants are limited to a maximum of $15,000.

Guidelines for Submission of Seed Grant Proposals
1. Seed grant proposals must be for work that will assist markedly in the submission of new obesity-related external grant applications that will be submitted through CHIP by a specified target date.
2. 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.
3. Seed grant proposals should describe the scope of the work, its contribution to the obesity 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.
Introduction

- Research Grant Table of Contents.
- Detailed Budget ($15,000 or less) 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 and other key personnel.
- Research plan (maximum 7 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 6 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).
- Appendices are discouraged and should not be used to circumvent the 7-page limit for the Research Plan.
- Explanation of how this research will be used to acquire external funding (e.g., type of award, funding agency), and why this preliminary research enhances the PI’s ability to receive external funding.
- 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.
- Certification letter that any future external grant applications resulting from the pilot work will be submitted through CHIP.

3. 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.

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

5. 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 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 study of obesity and 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 opportunity.