Applicants must clearly demonstrate how the activities funded by this award will be used to develop a pilot grant and/or larger, independently funded study. The focus of the application should be on *planning* or *preparing* for research pilots or research proposals that includes EQ-DI study team formation, theory, methods and/or science. The award is not intended to support studies involving human subjects research data collection, but may involve community or other stakeholder engagement that aids in study planning/preparation and literature review. As such,

a this a

are made to the UR CTSI Executive Team for funding of the most meritorious project(s).

APPLICATION INSTRUCTIONS

1. **Online Submission:** Proposals must be submitted electronically by **5:00 PM on Monday, July 24, 2023**

    a. Via the online submission system, provide the title of the proposal and contact information for the Principal Investigator and each co-Principal Investigator, co-investigator, collaborator, and consultant.
    b. Contact information must also be provided for the University of Rochester PI's department administrator or grants administrator.
2. Questions about whether a foreign component is involved in the research must also be answered.
3. Please note that, if awarded, the title of the project will be posted on the UR CTSI website.
4. Upload the components below **as one document in PDF format, in the order listed.**
    a. NIH PHS 398 Form Page 1: Face Page (items 1-7 only)
    b. Proposal title and synopsis (500 words maximum in a minimum 11 point font)
    c. Project Description. **The project description may not exceed two (2) single-spaced, typed pages** (11 or 12 point font required; Arial typeface preferred; ½ inch margins allowed)**, excluding references, biosketches from researcher investigators and letter(s) of commitment. CVs from non-researchers are not required; qualifications can be described in the letters of commitment.** The project description must include:
        i. *Specific Aims/Goals:* What are you planning to do? The specificity should match the aims and be sufficient for reviewers to assess potential future impact
        ii. *Rationale and Significance:* Why is this project worth doing? Why is this line of research important and innovative? What gaps in research will it address? How will this project support next steps? Will achievement of the aims prepare the team for the next phase of work including a fundable proposal? How will the deliverables facilitate future funding?
        iii. *Qualifications of team:* Brief summary of expertise of the team including any non-research members, e.g. community members/stakeholders
        iv. *Methods:* Describe how the project will be conducted. Provide details and rationale about specific steps in planning, e.g. type, frequency of meetings, agenda, data gatherings, team members, protocol development, etc. How will these methods achieve the stated aims?
            1. For applicants new to EQ-DI we suggest reading the following article: https://www.ncbi.nlm.nih.gov/pmc/articles/PMC7348010/
            2. UR CTSI EQ-DI function consultations may be requested through the UR CTSI Research Help Desk for more information on this award and EQ-DI-D

Studies program, NIH, private founda… other external f… sources. Who will assume responsibi… ding the writing… proposal?

vi. *Study Timeline*: Include a study timeline that … e various stag… your research from project start date to end …

d. References (limited to no more than 15)

e. Budget and Budget Justification.

i. The budget must be placed on the NIH PHS … Page 4: Detai… Budget for Initial Budget Period, and on an a… page, each line… the budget must be justified. The budget just… must indicate w… requested funds are needed for the project.

ii. This is a one-time award in the sum of up to …

iii. The budget must directly support the propos… ng/preparatory … activities. Expenses may include salary, equ… onsultation cos… as-

"The project described in this publication was supported by the University of Rochester CTSA award number UL1 TR002001 from the National Center for Advancing Translational Sciences of the National Institutes of Health. The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health."

8. **ORCID IDs:** All key personnel on the project must obtain an ORCID ID which provides a persistent digital identifier that the investigator owns and controls, and that distinguishes the investigator from every other researcher.

9. **Clinical Trials:**
    a. To satisfy expectations of NCATS, the funder of the CTSA program, award recipients conducting an NIH-defined Clinical Trial must also complete Good Clinical Practice (GCP) training. The PI must certify that this training has been completed when the delayed onset human subjects research materials are submitted to NCATS for review. Please review the NIH definition of a clinical trial.
    b. All applicable clinical trials must be registered in clinicaltrials.gov. For more information about registration requirements, see the UR CTSI Regulatory Support webpages.

Contacts:

If you have questions regarding th23.r/P /MCID .04 Tf170.18 .(.83 5.04 Tf1229 431.71 Td[T1 11.FAe)-7.998 ,