

SUNY UPSTATE MEDICAL UNIVERSITY INTRAMURAL RESEARCH GRANT PROGRAM

Types of Support and How to Apply

The Research Advisory Committee will only accept bridge grants for review at this time.

Bridge grants will be accepted for the **January 10, May 10, and September 10** deadlines. (When a deadline falls on a Saturday, Sunday or holiday, the deadline is the next scheduled work day). Research Advisory Committee funding recommendations are based upon evaluation of the submission according to the following evaluation criteria:

- The merit and quality of the application.
- An estimation of the likelihood that support will lead to extramural funding.
- The level of support by the applicant's home department. It is expected that the home department will contribute to the costs of intramurally-funded research by their faculty.

Research Advisory Committee funding recommendations are submitted to the Vice President for Research who makes final funding decisions based upon the availability of funding in consultation with the Chair of the Research Advisory Committee. Once a final decision has been made, the PI will be notified in writing and provided with a critique(s) of the application prepared by members of the Research Advisory Committee.

Types of Grants

There are four Intramural Research Grant award mechanisms: bridge, pilot, and equipment grants and postdoctoral fellowships. Guidelines for each mechanism are described separately. The following is a brief description of these funding mechanisms, followed by more detailed instructions as to how to obtain application forms and application content and submission:

1. **Bridge Funding** to assist faculty to maintain research productivity when a recent extramural grant application has not been funded until extramural funding has been restored.
2. **Pilot Research Grant:** **NOTE: Pilot applications will not be accepted at this time**
 - Post Sabbatical Awards to invigorate a research program after a leave
 - Collaborative Research Awards to encourage collaborations between basic and clinical faculty
 - Pilot Research Awards to explore new research topics that cannot be funded with existing research funding.
3. **Postdoctoral Research Fellowships:** to bring new postdoctoral fellows to Upstate to enhance productivity of the mentor's research. **NOTE: Postdoctoral fellowship applications will not be accepted at this time**

4. **Equipment Grants** to provide matching funds to acquire multi-user equipment or enhance core research facilities. **NOTE: Equipment grant applications will not be accepted at this time**

Application Deadlines:

Applications are reviewed three times per year. The deadlines for receipt of are:

- **January 10**
- **May 10**
- **September 10**

When a deadline falls on a Saturday, Sunday or holiday, the deadline is the next scheduled work day

NOTE: only Bridge Grant applications are being accepted at this time.

Application Process

Applications are available from **Research Development Office, Weiskotten Hall Room 1111**, and at http://www.upstate.edu/researchadmin/sponsored_programs/funding/intramural.php.

One (1) original and twelve (12) paper copies must be submitted to 1111 Weiskotten Hall, attention: Barbara Humphrey. Submission of one electronic copy of the application is option. Applications are peer reviewed by the Upstate Research Advisory Committee. Funding decisions about will be released within 4-5 weeks after the submission deadline.

NOTE: The IRB will not accept a study to review until funding is secured.

Contacts:

- Barbara Humphrey, Research Development Coordinator, 464-4322, humphreb@upstate.edu
- Christopher Turner, Ph.D., Chair, Research Advisory Committee, 464-8598, turnerce@upstate.edu
- Steven R. Goodman, Ph.D., Vice President for Research, 464-4515, goodmans@upstate.edu

Bridge Grant Funding

Purpose:

This program provides funding to faculty who have lost, or anticipate a loss of peer-reviewed extramural funding and have significant potential for future extramural funding. The primary goal is to enable faculty to continue their research by keeping teams together and maintaining lab productivity as they seek to restore their funding. New tenure-track faculty who do not have a track record of Federal funding may also apply for bridge funding if they meet the eligibility criteria listed below.

Eligibility:

Faculty members with a primary appointment at Upstate Medical University and who can demonstrate that they are principal investigators of an independent research program are eligible for bridge funding provided:

- They are established faculty members (including non-tenure track faculty) who have previously received significant extramural peer-reviewed funding, generally equivalent to an NIH RO1-level award, within the past five years and are making substantial efforts to re-establish funding or extend existing funding.

OR

- They are junior tenure-track faculty who have yet to receive significant peer-reviewed extramural funding but have a previously reviewed, but unfunded NIH RO1-level submission that will be resubmitted for funding.

Exceptions may be considered on a case-by-case basis.

Funds can be requested in the following expense categories:

- Supplies and equipment
- Animals and animal care
- Salaries/Benefits for research support personnel, excluding Graduate Students.
- Payments to core research facilities, such as flow cytometry

Funds cannot be used for:

- Travel
- Budget overdrafts
- Payment of interdepartmental fees for services (e.g. charges for equipment use or laboratory services)
- PI salaries in most cases

Awards:

Awards will be granted for one year or until the grantee re-establishes extramural funding from other sources, whichever comes first.

The maximum amount for individual grants is \$50,000 per year, or the amount requested in the most recent peer-reviewed extramural grant application, whichever is less. Only grant applications to federal or other funding agencies with rigorous peer review (e.g. NIH, NSF, AHA) will be considered. In rare instances, the Committee will consider waiving the limit when costs exceed \$50,000.

If extramural funding is not obtained after one year, the PI may reapply for one additional year of bridge funding. After two years of funding, the PI may not reapply without first obtaining a waiver from the Vice President for Research. In this case, the PI must be able to provide evidence that he/she has made a good faith effort to re-establish funding.

Application Content Requirements:

- Cover letter clearly indicating faculty status and detailing PI funding (including dollar amounts for direct costs) and publication history for the last five years, details of current financial needs (budget form from Intramural Research Grant application), and a description of attempts to re-establish funding.
- Completed Bridge Grant Application Form, obtained from the Research Development Office or http://www.upstate.edu/researchadmin/sponsored_programs/funding/intramural.php.
- Letter from faculty member's Department Chairman describing departmental commitment for PI research (including but not limited to, indication of independent research space allocation and location, dollar amounts provided, personnel support and/or in-kind support).
- Copy of reviewer comments ("pink sheets"), if available, from the PI's most recent and relevant peer reviewed grant application that was not funded, along with PI response to the criticisms. If "pink sheets" are not available, additional information, including a copy of the extramural grant application or a completed Intramural Pilot Research grant application, may be requested.
- An NIH biosketch or curriculum vitae.
- NOTE: Applicant need not submit a copy of the extramural research proposal unless requested to do so by the Committee.

How to Apply:

- Obtain application forms are available from the Research Development Office, Room 2142 Weiskotten Hall, humphreb@upstate.edu or at http://www.upstate.edu/researchadmin/sponsored_programs/funding/intramural.php
- Submit one (1) original and twelve (12) paper copies must to 1111 Weiskotten Hall, attention: Barbara Humphrey. One electronic file may also be submitted, but is not required.

Deadlines: January 10, May 10, September 10 annually

Equipment Grant Funding

NOTE: Equipment Grant applications will not be accepted at this time

Purpose:

This program provides funding to Principal Investigators to acquire equipment that enables them to continue and further their research and enhance their competitiveness for extramural research support. Priority will be given to equipment that will be available to multiple users or to establish or enhance a research core facility and have matching fund support.

Eligibility:

All faculty with a primary appointment at Upstate are eligible for support.

Awards:

Awards will be restricted to the purchase of equipment only.

The maximum amount for individual grants is \$50,000. Priority will be given to requests that include matching funds and to those that can be used by multiple faculty, are not available through other departments or core facilities, and are not likely to be considered part likely to be considered as part of standard departmental or institutional infrastructure.

Funds cannot be used for:

- Personnel
- Animals and animal care
- Travel
- Payment of interdepartmental fees for services (e.g. charges for equipment use or laboratory services)
- Budget overdrafts

Application Content Requirements:

- Completed Equipment Grant Application Form available from the Research Development Office, Room 1111 Weiskotten Hall, humphreb@upstate.edu or at http://www.upstate.edu/researchadmin/sponsored_programs/funding/intramural.php
- Letter from your department chair describing departmental support, including space and plans for appropriate maintenance, for this equipment, and any matching funds to be made available using the Department Chair Form Letter.
- Matching funds commitment and documentation of cost, e.g. manufacturer's price quote.
- Cover letter summarizing the equipment you propose to purchase, the significance to your research, whether it will be multi-user or part of a core research facility, and if matching funds are available.

How to Apply:

- Obtain application forms are available from the Research Development Office, Room 2142 Weiskotten Hall, humphreb@upstate.edu or at http://www.upstate.edu/researchadmin/sponsored_programs/funding/intramural.php

- Submit one (1) original and twelve (12) paper copies must to 1111 Weiskotten Hall, attention: Barbara Humphrey. One electronic file may also be submitted, but is not required.
- **Deadlines:**

NOTE: Equipment Grant applications will not be accepted at this time

Pilot Research Grant Funding

NOTE: Pilot Grant applications will not be accepted at this time

Purpose:

This program funds new research projects that will aid in the development of faculty research skills and competitiveness. Its purpose is to enable faculty to pursue research opportunities that might not otherwise be available and to obtain preliminary data to enhance competitiveness for extramural support. Awards are given in three separate areas:

- **Pilot Research Projects** are intended to provide investigators the opportunity to explore new research topics that cannot be supported by their existing funds.
- **Collaborative Research Projects** are intended to encourage research collaborations between basic and clinical scientists, and will be targeted toward projects that have an important translational component.
- **Post Sabbatical Awards** are intended to provide unfunded faculty the opportunity to refocus and reinvigorate their research programs by providing research support for the year after returning to Upstate from a sabbatical leave. This support will enable faculty to initiate studies using newly acquired skills and techniques, leading to increased extramural research funding. These awards are not intended to provide salary support or travel funding during the sabbatical leave.

Eligibility:

All faculty with a primary appointment at Upstate are eligible for support under one or more of these areas with the following limitations:

- **Pilot Research Projects:** all full-time faculty are eligible. Grants cannot be used as start-up funds for new faculty.
- **Collaborative Research Projects:** these awards require co-PIs. One must be a basic scientist and one must be a clinical scientist. The co-PIs cannot have their primary appointments in the same department.
- **Post Sabbatical Awards:** full time faculty who have had prior support from an extramural granting agency that uses rigorous peer review (e.g. NIH, NSF, AHA) and are returning to Upstate from a sabbatical leave are eligible.

Funds can be requested for the following expense categories:

- Supplies and small equipment
- Animal care
- Salaries/Benefits for research support personnel excluding Graduate Students
- Payments to core research facilities, such as flow cytometry

Funds cannot be used for:

- Salary support or travel funding during the sabbatical leave
- Travel
- Budget overdrafts
- Payment of interdepartmental fees for services (e.g. charges for equipment use or laboratory services)
- PI salaries

Awards:

- **Pilot Research Projects:** Individual grants will be for a maximum of \$50,000 for a period of one year. They cannot be renewed.
- **Collaborative Research Projects:** Individual grants will be for a maximum of \$50,000 for a period of one year. They can be renewed, but not until the co-PIs have submitted a grant application to an agency that uses rigorous peer review (e.g. NIH, NSF, AHA). If extramural funding is secured, all unspent funds must be returned to assist other investigators.
- **Post Sabbatical Awards:** Individual grants will be for a maximum of \$50,000 to be used to cover research expenses for one year after returning to Upstate Medical University from a sabbatical leave.

Application Content Requirements:

- **Pilot Research Projects**
 - A cover letter outlining your funding history for the past five years, including dollar amounts (direct costs) and an explanation of why the proposed research cannot be supported by other funding. You should also include an explanation of how this research differs from other research in your lab and plans for supporting this new project after one year (e.g. what funding agencies are appropriate and when will grant applications be submitted).
 - Completed Intramural Pilot Research application form.
 - A letter from your department chair describing departmental support for you and the project (including dollar amounts).
 - An NIH biosketch or curriculum vitae.
- **Collaborative Research Projects**
 - A cover letter from the co-PIs indicating their agreement to collaborate. It should include descriptions of each PI's relevant experience and how each will contribute to the project. It should also explain how they intend to fund the research in the future (e.g. what funding agencies are appropriate and when grant applications will be submitted).
 - Completed Intramural Pilot Collaborative Research application form.
 - Letters from the department chairs for each co-PI describing departmental support of the project (including dollar amounts) using the Department Chair Form Letter.
 - An NIH biosketch or curriculum vitae for each co-PI.
- **Post Sabbatical Awards**
 - A cover letter outlining the PI's sabbatical, including sabbatical site, a description of techniques learned, and how the new techniques acquired during the sabbatical are being incorporated into the PI's research program. The letter should also describe the PI's funding history for the past five years and explain how the new training will improve his/her ability to secure extramural grant funds in the future.
 - Completed Sabbatical Research application form
 - A letter from the PI's department chair indicating departmental support of the PI's research.
 - An NIH biosketch or curriculum vitae.

How to Apply:

- Obtain application forms from the Research Development Office, Room 2142 Weiskotten Hall, humphreb@upstate.edu or at http://www.upstate.edu/researchadmin/sponsored_programs/funding/intramural.php
- Submit one (1) original and twelve (12) paper copies must to 1111 Weiskotten Hall, attention: Barbara Humphrey. One electronic file may also be submitted, but is not required.
- **Deadlines:**

NOTE: applications will not be accepted at this time

Postdoctoral Research Fellowships

NOTE: Postdoctoral Fellowship applications will not be accepted at this time

Purpose:

The purpose of this program is to attract postdoctoral research fellows to Upstate and enhance the productivity of the PI's lab, as well as increasing the potential to attract extramural support for the lab's research. Intramural Postdoctoral Fellowships provide partial support for salary and fringe benefits for a postdoc for one year.

Eligibility:

A postdoctoral fellow who, by the start of the grant, has received an advanced degree (Ph.D. or M.D.) at another institution or at Upstate in a different lab, may be nominated for a postdoctoral fellowship by a faculty sponsor, who serves as PI for the fellowship application. The PI must have assurance of extramural research support from an agency that uses rigorous peer review (e.g. NIH, NSF, AHA) and demonstrate ability to provide matching funds for the postdoc's salary and fringe benefits.

Awards:

Awards are limited to an amount equal to two-thirds of the current NIH pay scale for first year postdocs. The PI must provide the remainder of the salary and fringe benefits. The applicant or the applicant's lab is expected to secure extramural support for the salary by the end of this one-year period. Funds granted under this program **cannot** be used for any other purpose.

Application Content Requirements:

- A cover letter from the PI recommending the applicant. It should include documentation of the PI's current funding status, justification of why intramural funds are needed, an explanation of how the remainder of the salary will be provided during the first year, and plans for providing the full salary in subsequent years. It should also describe plans for providing training to the postdoc (e.g. research techniques, journal clubs and opportunities to teach and to attend scientific meetings).
- A brief (1-2 page) description of the research project of the prospective fellow. This description may be prepared by the mentor in consultation with the fellow.
- Three letters of recommendation.
- An NIH biosketch or curriculum vitae for the PI and prospective fellow. The PI biosketch/cv should include a history of extramural funding over the past five years, including extramural funding obtained by previous postdoctoral fellows in the lab.

How to Apply:

- Obtain application forms are available from the Research Development Office, Room 2142 Weiskotten Hall, humphreb@upstate.edu or at http://www.upstate.edu/researchadmin/sponsored_programs/funding/intramural.php
- Submit one (1) original and twelve (12) paper copies must to 1111 Weiskotten Hall, attention: Barbara Humphrey. One electronic file may also be submitted, but is not required.
- **Deadlines:**

NOTE: Postdoctoral Fellowship applications will not be accepted at this time