

Frequently Asked Questions for Fall 2023 Internal Funding Opportunities

PI-eligibility status:

- *How can I determine if I am eligible to act as a PI?*
Please view the PI eligibility status policy which can be found on the Internal Funding Opportunities webpage. In summary:
 - Only Lurie Children's investigators are eligible to serve as the main/prime PI on an internal grant award (IGA)
 - Northwestern University researchers may serve as Co-Is and other key personnel.
 - Fellows converting to faculty status at Lurie Children's who have formally accepted an employment offer at Lurie Children's may apply for an IGA as PI.

Number of submissions:

- *May I submit more than one proposal for the same research idea?*
No, only one submission per research idea (e.g., if you are submitting a proposal on Vitamin D impact on asthma for the Proposal Revision award then you cannot also submit a similar proposal on Vitamin D impact on asthma for the Visionary award).
- *Can a PI submit more than one grant opportunity?*
Yes, with the following caveat: PI can only submit one project to any specific award category (e.g., same PI cannot submit two projects to Visionary award).
- *Can a Co-I submit for more than one grant opportunity?*
Yes. The award opportunities are emphasizing collaborative work so it is expected that a Co- Investigator may work with more than one PI on different projects. However, it would be inappropriate to simply switch the order of PI and Co-I to submit very similar research ideas for two IGA opportunities.

Letter of support from Program Leader/Division Head:

- *Do I need to have a Letter of Support from my Program Leader/Division Head to apply for these grants?*
You need a Letter of Support for the Proposal Revision, Program Accelerator, Kenneth C. Griffin Research Catalyst, Catalyst's Spark, and Visionary Awards.
- *What should be in the Letter of Support from the Program Leader/Division Head?*
The Program Leader or Division Head should indicate that the investigator will have the requisite research effort for the proposed research. The letter should include:
 - Proposal title
 - The award type applicable to the proposal
 - Name of the target granting agency for extramural support for the IGA-sponsored project
 - Level of commitment (i.e., applicant's protected time for research project)

Biosketch requirements:

- *How do we define key personnel—so we know how many biosketches to provide?*

Key personnel are defined the same as at NIH: the program director/principal investigator (PD/PI) and other individuals who contribute to the scientific development or execution of a project in a substantive, measurable way, whether or not they request salaries or compensation. A current NIH biosketch or curriculum vitae must be provided for all key personnel in the Scientific Advocacy and Interdisciplinary Colloquia applications.

Primary PI requirement:

- *Can Co-PIs submit, or does there have to be one primary PI?*
Visionary, Program Accelerator, and Interdisciplinary Colloquia awards all require a high level of collaboration so utilizing a team science approach or having Co-PIs strengthens the submission. However, one person must be named as the primary PI. Other awards may have Co-PIs but they also must list one person to be the primary PI. That PI must have PI status at Lurie Children's.

Commonly asked questions for Proposal Revision:

- *For the Proposal Revision Award, which types of previously submitted award applications apply?*
This award is only for resubmission of Federal awards (e.g., NIH, PCORI, DOD, CDC). This applies to the following types of awards: U, R01, and R21 grants (in order of priority). Please contact ManneResearchInstituteIGA@luriechildrens.org if you have a question about this criterion.
- *Will larger grants (e.g., multi-site U's or R01s) receive funding preference over smaller awards such as R21s?*
Yes, submissions for larger awards will take precedence over submissions for smaller awards.
- *May a PI request funding to re-submit a previously scored grant for a different mechanism (e.g., scored R21 and now wants to submit a R01 for that project)?* No
- *May a PI submit a training grant (e.g., K08, K23, TL2) for this award?* No
- *May a PI submit an R03 for this award?* No
- *May a PI apply for this if their previous NIH submission was reviewed but did not receive a priority score (i.e., did not go to the review panel)?*
No, the criteria for this award require BOTH a priority score and a full review by the sponsor.
- *Should a timeline be included for the Proposal Revision submission?*
A timeline is a required part of the Submission for all Proposal Revision awards.
- *May a PI also submit their revised proposal with the IGA application if it is complete?*
Yes, you may submit your revised proposal if you have it, but this is not required.

Commonly asked questions for Program Accelerator:

- *Would a study with two R01s at different sites qualify for this award?*
No. A Program Accelerator Award (PPA) is not just a larger R01. A PPA is based on one clearly defined

scientific question that is being answered by a group of diverse experts who are collaborating to answer that question. It should also include an administrative core and possibly other cores. Here is a link to the NIH definition:

https://grants.nih.gov/grants/funding/ac_search_results.htm?text_curr=p01&Search_Type=Activity

- *Would an unexpected offshoot of an established project be considered new and novel for the Program Accelerator Award?*
Yes, if it will lead to a competitive federal submission within 18-24 months.
- *How does a PI obtain a written confirmation of support from a NIH program officer?*
Contact the program officer in the NIH area of interest and ask them to provide a letter or e-mail of support that their institute: a) has a mechanism that will fit the proposed research area and/or b) that the proposed research aims are aligned and would likely be approved for program project submission.
- *Does it have to be focused on pediatric health?*
It should be relevant to children's health. (biomedical, behavioral, and interventional research aimed at improving the health and wellbeing of children, families, and their communities).
- *PCORI program officers will not supply a written confirmation of support, what should we do?*
If a PCORI program officer has verbally provided you feedback that your proposed project is in line with a specific LOI submission, please note the name of the program officer, date, and summary of conversation to meet the Program Accelerator Award guidelines. You may also provide positive feedback from a LOI—if that project was not later funded.
- *What does "program officer support from the target organization" entail?*
The goal of this criteria is to prove to the Review Committee that the target organization (e.g., NIDDK or NICHD) has both: a specific RFA or general submission request AND a specific interest in your proposal for an identified award. Examples include:
 - Solicited submission from program officer for an institutional program type
 - E-mail from program officer stating that your proposal meets the criteria for an open RFA
 - Acceptance of Letter of Intent (LOI) for a recent RFA

Common budget questions:

- *I might need to use Northwestern University resources for my IGA award. Will I need to get a sub-contract? If so, what will I need to do and when?*
Start with the following question: Does the Northwestern University staff member you want to utilize:
 - A. provide a service that is billable on its own (e.g., if they are a biostats person who can be viewed as a consultant) OR
 - B. provide a service that needs to be paid for by more traditional 'pay for effort' approach

You can pay the Northwestern University staff member in both cases, but the process is different. If A) a consultant (like a biostats person) is a much simpler process. It is a pay for service arrangement.

If B) a Northwestern University staff member's effort must be paid for then:

- The Northwestern University staff member's supervisor must be a PI (for no payment) so that we can process payment. The Office of Sponsored Programs can help guide through this process.
- *Where can you find the Northwestern University fringe benefits information? (you will need this information to pay technicians or other staff at Northwestern University)* Northwestern University fringe benefits rates can be found here: <https://osr.northwestern.edu/proposals/budget-fringe-rates>.
- *Even though the PI salary support may not be part of the IGA budget, should the budget reflect percentage efforts for Key personnel? Should the Budget justification also include reference to percentage effort?*
The letter of support from the Program Leader/Division Head should clearly state the PI's available effort to work on the proposed study. It is not necessary to reference PI effort in the budget template or in the budget justification.
- *Should unfunded faculty effort be listed in the budget and budget justification? (e.g., Co-I is contributing 2% effort but not being paid, where should this be addressed?)*
The budget and budget justification should **not** include reference to percentage effort of unfunded faculty, whether the PI or Co-I. The narrative should reflect the research team members, their expertise and role in the project.
- *Can funds be used to purchase any computer equipment (i.e., software, iPad for data collection, etc.)?*
The acquisition of computing and electronic devices must meet the criteria of allowability, allocability, reasonableness, and consistent application such that the equipment must be justified to support the innovative science as per Lurie Children's OSP Policy/Procedures p. 32. That means that there must be a strong and compelling reason to allow the purchase of computing/electronic devices and that it must meet other Lurie Children's requirements. IGA award funds may not be used for capital equipment. Capital equipment is defined as: The definition for equipment, as stated in 45 CFR Parts 74 and 92, is an article of tangible nonexpendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. However, consistent with recipient organizational policy, lower limits may be established.