

**2020 Call for Proposals**  
**Center for Children's Healthy Lifestyles & Nutrition**  
**University of Kansas Medical Center/Children's Mercy Kansas City**

**Purpose**

The Center for Children's Healthy Lifestyles & Nutrition, a joint effort of the University of Kansas Medical Center and Children's Mercy Kansas City, is pleased to announce a pilot research grant program to support innovative pilot studies relevant to pediatric healthy lifestyles, broadly defined. More specifically, the purpose of this call for proposals is to fund work that: 1) is related to pediatric healthy lifestyles, 2) promotes cross-site partnerships between KUMC and CMH, and 3) has a high probability of leading to extramural grant funding. Applicants must be a member of the Center for Children's Healthy Lifestyles & Nutrition ([www.chlnkc.org](http://www.chlnkc.org)) or become a member if their proposal is selected for funding. Projects may be either clinical or basic science in their focus (or both). Grants may be for a maximum of \$33,000, and the maximum project duration is one year. Proposals will be reviewed by a panel of scientists for scientific merit and feasibility, and only top proposals selected for funding. See checklist for scoring criteria for more information. For the 2020 we have funds for **one** \$33,000 pilot grant.

**Dates**

If you plan to submit a proposal, please email your non-binding letter of intent to [adonnelly@kumc.edu](mailto:adonnelly@kumc.edu) by February 28<sup>th</sup> at 5pm. Complete applications are due on March 27<sup>th</sup> by 5:00pm. *No projects will be accepted after this deadline.* The funded projects will be announced on April 24<sup>th</sup>. Funding will start on June 15<sup>th</sup>, 2020 and last until June 14, 2021. Any monies unspent by the final deadline will be retained by the Center.

**Letter of Intent (LOI)**

A letter of intent is required. Letters should state the name of the applicant, the name of mentors/collaborators, the title of the project and a brief paragraph about the topic of the proposal. This will allow the Center grant proposal reviewer team to plan for the incoming submissions. Information submitted for these LOIs is not binding (meaning you are not obligated to submit a full proposal and you can change your title or the focus of the project without any consequence at all).

**Use of funds**

Monies may be spent on faculty salary, research assistants, supplies, equipment, and travel in direct support of the project (e.g. home visits to patients for data collection). Indirect costs are not allowed. Monies may not be spent on books or travel to professional meetings. The funds are not transferable and any equipment purchased with these funds will be retained by the Center.

**Mentoring**

Junior applicants are highly advised to select a senior faculty mentor to assist on the project. They should include in their application the name of their mentor, a letter of support from their mentor, and the specific and detailed plan for their mentor's involvement in the research, including frequency of meetings, topics to be covered, etc. The mentoring plan does not count toward the page maximum.

**Letters of Collaboration**

If there are other entities involved in your research, you are strongly encouraged to supply letters of collaboration from these entities. These could include letters from other departments at your institution, from schools, or from other academic or medical facilities, for example. Research that includes partners from both KUMC and CMH is highly encouraged.

**Protection of Research Time**

Applicants are expected to reasonably calculate the % time it will require to complete their projects, and include this amount of salary in their grant budget (if appropriate). Applicants must also have their

Division Chief/Center Director sign off stating that they agree to help applicants set aside this specified amount of time. This information **MUST** be included in the Division Chief/Center Director letter of support. In addition to being funded by grant dollars, this time may also be released from each faculty member's administrative, teaching, and/or research time if any is provided by the department. As stated above, projects will be judged based upon their feasibility, and if sufficient investigator time is not protected, this may lower the scoring of the application.

### **Future Grants**

It is expected that the knowledge gained from these pilot grants will lead directly not only to presentation and publication, but also directly to future grant funding. This should be clearly outlined in section D of the proposal.

### **Submission of Proposals**

We will follow all NIH instructions for an R03 application, using PHS 398 instructions and forms. This includes:

1. R03 application
  - a) 1 page Specific Aims
  - b) 6 page maximum for Research Strategy (including detailed timeline)
2. Additional required documents:
  - a) Plans for Obtaining External Funding (1 page maximum). Clearly outline how the data gathered from the current grant will lead directly to future funding. Describe to whom you will apply for funds, how you will make the time to complete the application, and the anticipated deadline for submission
  - b) Current NIH biosketch of the PI (see notice OD-15-032 for instructions)
  - c) Letters of support and current NIH biosketches from mentor(s)/collaborators
  - d) Mentoring Plan (if appropriate)
  - e) Letter of support from Division Chief
  - f) Letters of support from any other relevant entities
  - g) A one page budget that describes funds to be spent. Include whether funds are to be spent at KUMC or at CMH or from outside sources.

### **Reporting**

It is **mandatory** for all grant recipients to deliver at least one progress report in person at a noon research seminar in the second half of their granting period. These reports should include information on accomplishments as well as barriers encountered. If your schedule prohibits you from providing these updates, please do not apply for these grant funds. The committee should also be notified of any presentations, publications or future grants that result from these funds.

**REQUIRED COVER SHEET**

**Center for Children's Healthy Lifestyles & Nutrition  
University of Kansas Medical Center/Children's Mercy Hospital**

(please submit this as the first page of your application)

Applicant:

Title of Grant Application:

The following are included in this application:

R03 application

- 1 page Specific Aims
- 6 page maximum for Research Strategy (including detailed timeline)

Additional required documents:

- Plans for Obtaining External Funding (1 page maximum). Clearly outline how the data gathered from the current grant will lead directly to future funding. Describe to whom you will apply for funds, how you will make the time to complete the application, and the anticipated deadline for submission.
- 4 page current NIH biosketch of the PI (see NIH notice OD-15-024 for additional details)
- Letters of support and current NIH biosketches from mentor(s)/collaborators
- Mentoring Plan (if appropriate)
- Letter of support from Division Chief
- Letters of support from any other relevant entities

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Signature of Applicant