CENTER FOR RESEARCH AND EDUCATION
PILOT/FEASIBILITY STUDY PROGRAM
UNIVERSITY OF PITTSBURGH SCHOOL OF NURSING
OVERVIEW OF PROGRAM

In an effort to promote the funding of R01 level awards from the National Institutes of Health (NIH), the University of Pittsburgh School of Nursing established the Pilot/ Feasibility Study Program. This program is administered through the Center for Research and Education (CRE) and will award small grants to **junior faculty on the tenure track (i.e., Assistant Professors who are not yet tenured)** in the University of Pittsburgh School of Nursing. This program is targeted at providing support for the conduct of small feasibility studies, the results of which would be included as a preliminary study in an R01 submission to NIH. When preparing applications, proper consideration should be given to the existing environment when designing the project (e.g., social distancing with COVID-19 with potentially no access to clinical agencies).

The maximum award for FY 2023 is $15,000, although investigators are strongly encouraged to submit applications for smaller levels of funding. Application requests in excess of this maximum will not be reviewed. Funding will cover research that is conducted beginning January 1, 2023 through December 31, 2023. **NO COST EXTENSIONS WILL NOT BE GRANTED. It is anticipated that a maximum of 3 to 4 awards will be made.**

Letters of intent (LOI) are due 4:00pm ET, Monday, August 29, 2022. The LOI must include a 300 word abstract describing the proposed project, a listing of key project personnel (Principal Investigator, Co-Investigators) and their contact information (campus address, email address), and **<u>four</u>** possible reviewers, external to the School of Nursing but internal to the University of Pittsburgh, who have history of being externally funded and their contact information (campus address, email address).

Deadline for submission of the application is 4:00pm ET, Monday, September 26 2022. Notification of the award will be made by email.

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All correspondence (including LOI) should be addressed to:
CRE Pilot/Feasibility Study Program
c/o Kathleen Kennedy
Center for Research and Education
University of Pittsburgh, School of Nursing
3500 Victoria Street, Room 360, Pittsburgh, PA 15261
(412) 624-4854, E-mail: kke100@pitt.edu

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ELIGIBILITY CRITERIA

1. Assistant Professors in the tenure-track of the University of Pittsburgh School of Nursing are eligible to apply for funding.

2. Funding should be used to **directly** support the development of a pilot/feasibility study the results of which would be included as a preliminary study in an R01 grant submission to NIH.

3. Principal Investigators are limited to submitting one application per year.

4. Recipients of funding are required to notify and return unused funds to the University of Pittsburgh School of Nursing if funding for the same project is received from other sources.

APPLICATION GUIDELINES

Applicants are allowed **one page** to motivate and state their study aims. The research strategy (Items 4 through 7) should not exceed **six (6)** single-spaced, single-sided pages with 0.5 inch margins. Print size should not be less than 11 characters per inch (cpi).

1. **Title page:** Include the title of the study, name of the investigator(s), name of the institution, name of award, complete address, telephone number and e-mail address.

2. **Abstract:** Compose a brief overview of the project (300 words), justifying the proposed project and assessing the project's clinical importance.

3. **Aims:** List the specific aims of the project.

4. **Significance:** Describe the significance and innovation of the aims relative to the criteria for the award. There should be a statement regarding how the proposed pilot/feasibility study would lead to an R01 submission.

5. **Hypothesis/Research Question:** Clearly state the hypotheses and/or research questions.

6. **Critique:** Present a concise critique of the literature supporting the proposed project.

7. **Design and Methodology:** Include the following addressing the design and methodology of the project: study design, setting and sample, dependent and independent variables, reliability and validity of instruments, justification of the sample size, procedures for data collection, and data analysis. When preparing applications, proper consideration should be given to the existing environment

when designing the project (e.g., social distancing with COVID-19 with potentially no access to clinical agencies).

8. **Human and/or Animal Subjects:** Describe risks, benefits and measures for minimizing risks and indicate Internal Review Board (IRB) status as per NIH Guidelines.

9. **Budget:** Prepare an itemized budget and provide justification of the budget within the general categories of expenses listed, not to exceed two pages. This must be prepared through the Office of the Dean with the assistance of the Department Grants Analysts. Applications, where the budgets were not prepared through the Office of the Dean, will not be reviewed.

10. **Biosketch:** Include a five-page biosketch of the PI, using the current NIH format.

11. **Resources and Environment:** Include a statement of what resources inside and outside of the University of Pittsburgh School of Nursing are expected to be used to support the project proposed.

12. **Appendix:** Include instruments to be used in the study.

APPLICATION REQUIREMENTS

1. Letters of intent are due **4:00pm ET, Monday, August 29 2022**. The LOI must include a 300 word abstract describing the proposed project, a listing of key project personnel (Principal Investigator, Co-Investigators) and their contact information (campus address, email address), and two possible reviewers, external to the School of Nursing and have history of being externally funded, and their contact information (campus address, email address).

2. The application deadline for FY23 is **4:00pm ET, Monday, September 26, 2022**. All Application proposals to be considered for this period of funding must be received by the CRE by this date. **No cost extensions for submissions will not be granted.**

3. Submit the LOI and proposal **electronically as a PDF** to**:**

   CRE Pilot Program
   C/o Kathleen Kennedy
   Center for Research and Education
   University of Pittsburgh School of Nursing
   3500 Victoria Street, Room 360
   Pittsburgh, PA 15261
   Telephone: 412-624-4854
   Fax: 412-624-1201
   E-mail: kke100@pitt.edu

REVIEW PROCESS FOR PROPOSAL

1. Applications are externally reviewed by at least two doctorally prepared researchers with expertise in the subject of the proposal. At the time of the submission of the letter of intent, applicants should also provide the names and contact information (campus address, email address) of two possible reviewers, external to the School of Nursing, having a history of external funding, and having expertise in the subject of the proposal.

2. Proposals will be reviewed by December 3, 2022 to allow a response to reviewer concerns to be prepared and submitted by December 10, 2022. Notification of funding status will be by December 17, 2022.

3. Applications are treated as privileged communication and are restricted to the reviewers, the University of Pittsburgh School of Nursing Dean, Associate Dean for Research and Education Support Services, and staff involved in the processing of applications.

FUNDING

1. Funding awarded in FY 2023-2024 must be spent by **December 31, 2023,** regardless of the start date of the study. **EXTENSIONS BEYOND THIS POINT WILL NOT BE GRANTED.** Under no circumstances will more than the specified maximum funding be awarded.

2. Priority for funding is based on the scientific merit of the proposal and its likelihood to support a R01 submission.

3. Proposals for research involving any human population must be reviewed by the University of Pittsburgh IRB. **No funds will be awarded until the documentation of IRB approval is received by the CRE.**

4. Proposals for research involving any animal population must include documentation that the laboratory where the research is to be conducted is an accredited animal research laboratory. **No funds will be awarded until this documentation is received by the CRE.**

5. Funds may not be used for supporting GSRs/GSAs/TAs/TFs; however, student employees and staff may be supported. Faculty salary may not be supported.

6. Unlike past CRCD pilot funding, funding through this program **does not** include free form design, data entry, data management, and statistical support. These sources of support should appear as items in the budget.

FINAL REPORT

1. A brief report in the form of an abstract (500 words, maximum) summarizing the results of the pilot study. This narrative is due on **March 31, 2024 - 90 days** after the expiration of the funding period.

2. A financial report is due no later than **February 28, 2024 - 60 days** after the expiration of the funding period.

ACKNOWLEDGEMENT OF FUNDING

1. Publications, presentations (poster or paper), and reports resulting from the grant must acknowledge the support from the University of Pittsburgh School of Nursing through the CRE Pilot/Feasibility Study Program.

2. The investigator will provide the CRE with a copy of any abstracts or reprints of any publications resulting from the research.

3. The University of Pittsburgh School of Nursing may wish to publish portions of any or all reports, documents, and materials developed in the course of the research and will do so only with the permission of the investigator.