INFORMATICS SEED GRANTS

2015 Request for Proposals Issued Friday, February 13, 2015

The Clinical and Translational Science Institute (CTSI) and the Institute for Health Informatics (IHI) are jointly sponsoring the Informatics Seed Grants Program. This Request for Proposal (RFP) is seeking applications for junior faculty research seed grants that will lay the groundwork for successful extramural grant funding. These funds will be distributed through a competitive review process. The maximum award per project is $20,000 for fiscal year 2016. Up to five (5) grants will be awarded.

**Purpose**

CTSI-IHI Informatics Seed Grants Program is designed to initiate new and innovative research initiatives in health informatics, with the intention to leverage the seed funding to compete for extramural funding. These grants are to support junior faculty, who are committed and qualified to conduct innovative research projects in health informatics that involve novel exploration, through expansion into new and emerging areas of research. The grant monies must be used for research personnel and related expenses; the may not be used for faculty salaries.

**Eligibility Criteria**

1. Project leadership should reflect the inherently interdisciplinary nature of the field of health informatics. Therefore, each proposal must show how it fosters new collaborations and strengthens existing collaborations across disciplines, schools/colleges, programs, and institutions.
2. At least one PI must be a faculty member in the University with an N, P, I, J, or K
appointment and employment through the University.

3. A junior faculty member may apply for only one grant per cycle on which he/she would serve in the role of PI. There is no limitation to the number of grants on which a person can participate as an investigator or in another role.

4. CTSI-IHI seed grants will not be awarded if the Graduate School, MMF, UMF, or any outside funding agency has previously or is currently supporting the same research.

Evaluation Criteria

1. The funds must be designated for the direct support of the proposed research. In general, funds should be primarily used for support of research personnel (research assistants, graduate students or technicians) and/or research expenses. No funds will be available to support faculty salaries.

2. The research areas in which proposals are sought include, but are not limited to: clinical information systems, clinical research informatics, consumer health informatics, dental informatics, human factors, human-computer interaction, knowledge discovery and data mining, knowledge in motion, knowledge representation, natural language processing, nursing informatics, people and organizational issues, pharmacoinformatics, primary care informatics, medical informatics and public health informatics.

3. Examples of projects that would meet the evaluation criteria are development of novel decision support software for health professionals, testing of a user interface for effectiveness, building a knowledge representation for an area of clinical care not previously addressed such as physical therapy, data mining of a clinical dataset for novel associations, developing new methods of measuring medication compliance, designing an informatics intervention to increase vaccination rates, developing analytic methods to extract useful clinical information from remote monitoring devices such as Smart watches are but a few examples of fundable projects.

4. The proposed work must be directly applicable to human health.

5. The primary criteria for funding will be innovation and the quality of the research approach.

6. Applications submitted should be novel, interdisciplinary, impactful, and should identify a target for external funding that will be pursued at the conclusion of the seed grant funding.

7. The PI must meet the definition of Junior Faculty, defined as
   a. Holds an active, full-time appointment within the University of Minnesota HR system; allowable appointment types are N, P, I, J, or K
   b. Is employed in job code 9403 (Assistant Professor), 9403C (Clinical Assistant Professor), or 9403R (Research Assistant Professor) or for less than 6 years

8. The maximum award per grant is $20,000 and there will be 5 grant awards.

Application Process

1) LETTER OF INTENT (LOI) - Due Monday, March 16, 2015 (4:00 pm) and should address the following
   a) The LOI is required and must be submitted as PDF documents to IHI@umn.edu
   b) Format - one page, single-spaced, Arial typeface, font size 11, 0.5” margins
c) Provide a one-paragraph description of the research activity

d) Provide the key names, titles, and affiliations of the University and any other research partners with whom you intend to submit a proposal

e) LOI submissions will be acknowledged prior to screening. Approval to proceed will be sent on or before March 23, 2015.

2) **FULL PROPOSAL – Due Monday, May 4, 2015 (4:00pm)**

a) The five-page proposal must address the rationale for the research, states the research aims and plan, justification of the interdisciplinary nature of the proposed research, and impact.

b) The application should be written for a general scientific audience.

c) The five-page limit does not include references or biographical sketches.

d) 2015 Biographical sketch format must be included for each investigator (4-page NIH format; must include all current research support).

e) For support that appears to overlap the seed grant application, precise justification must be provided. Applications may be submitted to other agencies concurrently, but this must be explicitly indicated.

f) A budget page (with budget justifications) should also be included.

g) Abstract Statement (500 words maximum) The abstract will NOT count toward the five page limit.

h) Additional pages and attachments that have not been requested will be not be included in the review. A Proposal Routing Form (PRF) should be completed and signed by the PIs’ corresponding department heads and deans.

i) The project performance period for the seed grant will be fiscal year 2016 (July 1, 2015–June 30, 2016).

j) Format - single-spaced, Arial typeface, font size 11, 0.5” margins

k) Submit as PDF documents to IHI@umn.edu

l) **DO NOT SEND THE PROPOSAL TO SPONSORED PROJECTS ADMINISTRATION (SPA)**

3) **REVIEW PROCESS**

a) A review panel will be established that consists of experts best suited to evaluate the proposals received. The composition of the review panel will be made public once awards are made.

b) Brief written reviews/score sheets will be sent to all applicants after award announcement.

c) **Awards will be announced by Monday, June 15, 2015.** Release of funds will coincide with the start of fiscal year 2016 (July 1, 2015 – June 30, 2016)

4) **Program Requirements**

Principal investigators of funded projects will be required to:

1. Provide a final report and an accounting of all funds expended at the completion of the project. **OR** Submit a copy of a proposal that has been, or will be, submitted to a funding
agency such as the NIH, NSF, or comparable funding agency that leverages the accomplishments of the seed grant, involves the investigators of the seed grant, and acknowledges the IHI and CTSI as the source of seed funding. One of these to be submitted to the informatics grant administrator, Elizabeth Madson, madso009@umn.edu, by Friday, September 2, 2016.

2. Present their activities and findings at an IHI seminar during spring semester, 2016 and fall semester, 2016.

3. Present research and findings at a CTSI venue in 2016.

4. Provide content about the project for inclusion on the CTSI and IHI’s web site (http://healthinformatics.umn.edu/).

5. Recognize both the CTSI and IHI as the source of seed grant funding on all publications that are generated as a result of the seed grant work. The following text is recommended for all publications, presentations, posters, etc. resulting from the use of these resources:

"Research reported in this publication was supported by the National Center for Advancing Translational Sciences of the National Institutes of Health Award Number UL1TR000114 and by the University of Minnesota Institute for Health Informatics. The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health."

**Questions**

Questions pertaining to any aspect of the CTSI-Institute for Health Informatics Seed Grant Program should be directed to M. Michelle Coady, PhD., coady008@umn.edu