



## **HEALTH RESEARCH GRANT PROGRAM**

**Deadline: February 1, 2025 5:00 P.M. CST**

Questions regarding these guidelines may be directed to Christine Luebbert in the Office of the Vice President for Research, at [christine.luebbert@slu.edu](mailto:christine.luebbert@slu.edu)

## PURPOSE, GOALS, AND OBJECTIVES OF THE FUND

This pilot grant program is intended to encourage health sciences research projects that lead to an application for external funding. Funding decisions consider the extent of collaborations across units, and new working relationships are encouraged but not required. Applications for pilot projects should include the extent of each collaborator's contribution to the proposal, a tentative plan for a future grant submission, and a clear description of how the seed money will support the future grant application.

We encourage you to contact your Associate Dean for Research or members of the [Health Research Council \(HRC\)](#) for any specific questions about this funding opportunity.

## DEADLINE

**Applications must be received by February 1, 2025, at 5:00 P.M. CST, via the Openwater portal. Log in to [myslu.slu.edu](https://myslu.slu.edu) and click on the Openwater icon in the 'Tools' tab. Log-in with your current SLU email address (i.e., [first.last@slu.edu](mailto:first.last@slu.edu)) and your password. The first time you log in, you will be asked to set up your profile.**

## AWARD DETAILS

**Single discipline projects will be considered; however, there will be a preference for projects from collaborative teams of investigators.**

### Eligibility

- This pilot application is open to all full-time SLU faculty members
- Collaborative teams require faculty representation from two or more colleges, schools, and/or units
- One application as PI is allowed for this opportunity; however, you may be a collaborator on one additional proposal
- PIs with interdisciplinary projects may also apply to other SLU internal annual project-based research awards (i.e., Beaumonts, President's Research Fund). However, only one award may be accepted in any annual cycle.

### Award Amounts

Category 1: Up to \$5,000

Category 2: Up to \$10,000

Awards are based on a competitive review considering the merits of the specific activities proposed, the inclusion of collaborative team, and relative ranking among other applications. Awards may not be granted in all categories.

### Performance Period

- **Support will be for the period from July 1, 2025, through June 30, 2026.**

No-cost grant extensions will **only** be permitted ***under exceptional circumstances***. NCE requests must

be submitted at least 30 days before the end of the performance period. Requests will be reviewed by OVPB and the Health Research Council.

## APPLICATION FORMAT

Applications should be submitted via the Openwater portal. Log in to [myslu.slu.edu](https://myslu.slu.edu) and click on the Openwater icon in the 'Tools' tab. You can log in using your current SLU email address (i.e., [first.last@slu.edu](mailto:first.last@slu.edu)) and your password. The first time you log in, you will be asked to set up your profile.

### 1. APPLICATION NARRATIVE – 1000 word limit

Address all sections briefly, describing the Specific Aims, Significance, Innovation, and Approach of your proposed research project.

An additional 250 words should be used to clarify the role of each collaborator. See Review process section for what to include in each section.

### 2. REFERENCE CITATIONS LIST

### 3. EXTERNAL FUNDING PLAN – 250 word limit

Detail plans for external funding and how the requested funding will enhance the likelihood of external funding.

### 4. BUDGET AND JUSTIFICATION – 250 word limit

Include a detailed, itemized budget. Provide a clear narrative description of how funds in each category will be used. The budget request should align with one of the 3 grant award categories.

**Eligible Expenses.** Expenses that are essential to the proposed project are allowed. Materials, supplies, and other expenses requested must directly relate to the proposed project. Examples of research expenses are:

- Materials and supplies necessary for the specific project
- Software not normally provided by the department/University
- Transcription
- Participant reimbursement
- Secondary data purchase
- Research staff (within the University only)
- Salary and fringe benefits for non-key personnel/staff members (subject to tax and fringe adjustments), as well as student labor whether they are graduate or undergraduate students in compliance with other relevant policies
- Only reasonable expenses directly related to the project should be listed

#### **Ineligible Expenses.**

- Salary for principal investigator or other senior/key personnel

- Tuition or fees
- Indirect costs

#### **5. CURRICULUM VITA/BIOSKETCH - 5 pages maximum.**

Provide a current curriculum vita or current NIH-format biosketch for all key personnel (PD/PI, Co- PI, and Co-I). Content should emphasize information on positions and honors, research support for the past three years, how they are contributing to the project, and publications relevant to the project.

#### **6. CHAIR APPROVAL LETTER (Special Requirement for School of Medicine PIs/Collaborators only)**

All key personnel on the proposed project who are working within the School of Medicine must include a letter or email from their department chair acknowledging support for the application. If selected for funding, the chair will be contacted for approval prior to an award being initiated.

### **APPLICATION SUBMISSION**

Applications should be submitted via the Openwater portal. Log in to [myslu.slu.edu](http://myslu.slu.edu) and click on the Openwater icon in the 'Tools' tab. You can log in using your current SLU email address (i.e., [first.last@slu.edu](mailto:first.last@slu.edu)) and your password. The first time you log in, you will be asked to set up your profile.

Applicants will receive an email confirming receipt. Late applications will not be considered.

### **INSTITUTIONAL COMPLIANCE**

Projects including human subjects, animals, hazardous materials, etc., must have appropriate approval(s), such as Institutional Review Board (IRB), Animal Care Committee, and Institutional Biosafety Committee, prior to the start of the project.

If required approvals are not received prior to the start date, the award may be delayed until approval is received.

### **REVIEW PROCESS**

Awards are based on a competitive review. Reviewers consider the merits of the specific activities proposed, the degree of collaboration, relative ranking among other applications, and availability of funds. Proposals must demonstrate exceptional merit and value for the field of study, the individual, the department, the college or school, and the research mission of the university. Preference may be given to new collaborations and applicants who have not received a Health Research Grant in the last 4 years.

Upon determination of compliance with guidelines, applications will undergo peer review by the

HRC. Similar to the NIH scoring system, proposals will be given an overall impact score ranging from 1 (exceptional) to 9 (poor), based on the following criteria.

1. **Significance** - Does the proposed pilot project meaningfully engage faculty across different academic units and disciplines? Does the future project that follows from the proposed pilot project address an important health issue?
2. **Investigators** – Are the PI(s) and other researchers well suited to the pilot project?
3. **Innovation** - Does the proposed pilot project address a novel approach or propose new avenues for investigation at SLU.
4. **Approach** – Are the overall strategy, (and methodology and analyses where indicated) well-reasoned and appropriate to accomplish the specific aims of the proposed pilot project that would lead to future grant submissions?
5. **Potential for future external funding** – How does the proposed pilot project increase the likelihood for future funding?

Impact Score	Rating	Guidance on Strengths/Weaknesses
<b>High</b>		
1	Exceptional	Exceptionally strong, essentially no weaknesses
2	Outstanding	Extremely strong, negligible weaknesses
3	Excellent	Very strong, only some minor weaknesses
<b>Medium</b>		
4	Very Good	Strong but with numerous minor weaknesses
5	Good	Strong but with at least one moderate weakness
6	Satisfactory	Some strengths but also moderate weaknesses
<b>Low</b>		
7	Fair	Some strengths but at least one major weakness
8	Marginal	A few strengths and a few major weaknesses
9	Poor	Very few strengths, numerous major weaknesses

**Minor Weakness:** an easily addressable weakness that does not substantially lessen impact

**Moderate Weakness:** a weakness that lessens impact

**Major Weakness:** a weakness that severely limits impact

## TERMS AND CONDITIONS OF AWARDS

The award will be placed in a designated fund in the administrative PI’s name within the Office of the Vice President for Research (OVPR). PIs are required to oversee and approve all expenditures according to the approved budget. Funds remaining will be retained by the council for allocation for future projects.

**At the end of one year of performance (June 30, 2026),** PIs must submit a report to the research council and OVPR detailing progress and research products related to the received funding. In addition, recipients are required to complete brief annual reports to the research council and OVPR

that document any additional external funding, publications, or presentations directly related to the support received from this award for three (3) years following the project end date. Failure to comply with reporting requirements may impact consideration for future internal funding opportunities.