

**2018 John S. Dunn Foundation Collaborative Research Award Program
for the BioScience Research Collaborative
Administered through the Gulf Coast Consortia**

The [Gulf Coast Consortia \(GCC\)](#) is pleased to announce the RFA for the 2018 John S. Dunn Foundation Collaborative Research Award Program. Launched in 2009 as a 10-year program with generous support from the [John S. Dunn Foundation](#), this seed grant program continues to build the [Bioscience Research Collaborative](#) and the interdisciplinary environment of the Gulf Coast Consortia (GCC).

The purpose of this program is to foster new, exemplary interdisciplinary and inter-institutional engagement in the **quantitative biomedical sciences** by providing two types of seed grants:

- (1) Research: Up to \$98,000 total to support research/preliminary work for 2 years that is essential to be competitive for future funding.
- (2) Event: Up to \$8,000 for 1 year to support events/activities designed to bring together new interdisciplinary communities.

Funds are awarded yearly to **new** collaborative teams in which one member of each team is required to be part of the BRC-Associated Faculty ([BRC-Associated Faculty eligible for the Dunn Research Award Program](#)). Please note that in the event that a faculty member's BRC association status changes, prior approval will be required to replace them, and may result in the proposal not being reviewed and/or funded.

Proposal and Review Process

All teams wishing to compete for an award (research or event) must first submit a pre-proposal according to the requirements and guidelines set forth below. All pre-proposals will be reviewed by a panel of highly qualified scientists with a wide range of disciplinary expertise. These reviewers are identified from the GCC community based on the scope of the proposed research projects and availability of suggested reviewers while avoiding any potential conflicts of interest. From the pool of pre-proposals, the review panel will select the top research and event proposals and will invite submission of full proposals that adhere to the submission requirements. A similar review panel will evaluate the full research proposals and will make recommendations for funding to the GCC Oversight Committee.

Note: Scientific disciplines covered by submissions to this program range across a spectrum within the quantitative biomedical sciences. A panel of faculty will review the submission; it is recommended that submissions are tailored to both experts in the submission's area of research as well as scientists with expertise in other disciplines within the biomedical sciences.

Selection Criteria

The selection criteria for the research program include originality and quality of the proposed research, anticipated level of impact of the work proposed, novelty and interdisciplinary nature of the collaboration, strategy for integration of the team, and potential for long-term sustainability from competitive funding sources.

The selection criteria for the event program include interdisciplinary goals, potential for bringing together new sets of faculty for future research, novelty of the effort, and likelihood of success in the development of new cross-disciplinary interactions and research.

Please note that the record of previously funded awards is not indicative of a preference for types of proposals or fields covered. All proposals in the quantitative biomedical sciences are welcome and given equal consideration.

Team Eligibility

Eligible teams must satisfy all of the following criteria:

1. **Institutional Affiliation:** Participation is limited to tenure-track or tenured faculty in GCC member institutions: Baylor College of Medicine, Rice University, University of Houston, The University of Texas Health Science Center at Houston, The University of Texas M. D. Anderson Cancer Center, The University of Texas Medical Branch at Galveston, and The Institute of Biosciences and Technology of Texas A&M Health Science Center.
2. **BRC-tenancy:** One member of the collaborative team (whether research or event-related) must be identified as BRC-Associated Faculty eligible for the Dunn Research Award Program ([BRC-Associated Faculty eligible for the Dunn Research Award Program](#)).
3. **Multi-institutional:** The research teams **must** include collaborators from at least **two different eligible institutions**; event teams **must** include collaborators from at least **three different** eligible institutions.
4. **New Collaborations:** For the research competition, **no two investigators on the proposing team, including co-PIs, should have worked together previously**, since the goal of this program is to initiate new research collaborations. Previous collaborative activity is defined as collaborations that have resulted in

measurable outcomes, including but not limited to publications, grants, patents, etc. Collaborations in new areas from individuals that have previously collaborated may be considered under special circumstances. This criterion does not apply to the event competition.

5. **One-proposal limit:** Faculty can be PI or a member of the collaborative team on only one research proposal. The same applies for the event proposals. A faculty member can apply on one research and one event proposal, as long as the teams meet all the other criteria.
6. **Previous Recipients:** There is a 5-year moratorium for all previous award recipients.
 1. **Research:** Members of any research team that received an award between 2013-2017 are ineligible in the 2018 research grant programs.
 2. **Event:** Members of any recipient event team that received an award between 2013-2017 are ineligible in the 2018 event grant program.

A listing of past recipients can be found [here](#).

Pre-proposals and full proposals will be submitted via email.

Teams should compile all elements of the pre-proposal or full proposal into a single PDF and submit via email to: smtomlin@rice.edu.

If your document exceeds the size limit for attachments for your email client, contact [Suzanne Tomlinson](#) to arrange an alternative method for submission.

2018 Program Timeline

Call for proposals announced	March 1, 2018
Pre-proposal submission deadline	June 1, 2018
Invitations sent for submission of full research proposals	early August 2018
Full research proposal submission deadline	September 29, 2018
Notice of awards	Early December 2018
Project start date	January 1, 2019
Project end date	December 31, 2020

RESEARCH PROPOSAL REQUIREMENTS

Research Pre-proposals

Due: June 1, 2018

Teams should compile all elements of the pre-proposal into a single PDF and submit via email to: smtomlin@rice.edu.

Pre-proposals that do not adhere to these guidelines or do not meet requirements for eligibility will be returned without review.

1. **Cover Page:** Please complete the pre-formatted [cover page](#) which includes the following requisite information:
 - a. **Project title:** Full project title
 - b. **Investigator Team:** Names, positions, and affiliations of the investigator team involved in the project. The principal investigator should be listed first.

- c. **BRC Participation:** Identify the specific investigator(s) that is (are) a member of the BRC-Associated Faculty group ([BRC-Associated Faculty eligible for the Dunn Research Award Program](#)).
 - d. **Administrative Contacts:** Name(s), email address(es), and phone number(s) for departmental and other relevant administrators should be included.
2. **Abstract:** Include a one-paragraph scientific abstract (limit 400 words) with a clear description of the area(s) of research that will be the focus of the application and the specific aims of the project. The specific aims are considered included in the 400 word limit. A single image, no larger than 1/3 of a page with no more than 3 sub-panels, may be included. The image should be primarily visual with few words. If a figure caption is included, it is also included in the 400 word limit.
3. **Collaborative Interactions and Impact:** Include one paragraph (limit 300 words) that describes:
 - a. how the project represents a new collaborative research initiative (see eligibility criteria #4),
 - b. the team's planned cross-disciplinary approach,
 - c. the perceived novelty and impact of the proposed collaborative research, and
 - d. a statement that the team certifies that none of the proposing team members have worked together previously. (Refer to eligibility criteria #4.)
4. **Investigator Biosketches:** A biographical sketch of the investigators on the team must be included. Please limit these documents to two (2) pages each with relevant publications using the NIH format. The biographical sketch for the principal investigator should be placed first.
5. **Potential reviewers:** Please provide names of potential researchers that can provide an unbiased, knowledgeable review your interdisciplinary proposal—three (3) who are based from within the GCC community and three (3) who are external to the TMC. These recommendations are reviewed and may be used to form the review panel, although participation in this panel is subject to availability and eligibility. Recommendations exhibiting conflict(s) of interests (i.e. joint authorship, same departmental affiliations, etc.) will not be considered.

Full Research Proposals

Invitation to Submit: Early August 2018

Due: September 29, 2018

Teams should compile all elements of the proposal into a single PDF and submit via email to: smtomlin@rice.edu.

By invitation only. Research proposals are limited to the top research proposals invited by the review panel to submit full proposals after review of the research pre-proposals.

The proposal should utilize 11-point Arial font with at least one inch margins. Applications that do not adhere to the guidelines below or do not meet requirements for eligibility will be returned without review.

1. **Cover Page:** Please complete the pre-formatted [cover page](#) which includes the following requisite information:
 - a. **Project title:** Full project title
 - b. **Investigator Team:** Names, positions, and affiliations of the investigator team involved in the project. The principal investigator should be listed first.
 - c. **BRC Participation:** Identify the specific investigator(s) that is (are) a member of the BRC-Associated Faculty group ([BRC-Associated Faculty eligible for the Dunn Research Award Program](#)).
 - d. **Administrative Contacts:** Name(s), email address(es), and phone number(s) for departmental and other relevant administrators should be included.
2. **Scientific Abstract:** Include a one-paragraph scientific abstract (limit 400 words) that provides:
 - a. a clear description of the area(s) of research that will be the focus of the application
 - b. planned cross-disciplinary approach
 - c. specific objectives of the project.
3. **Lay Abstract:** Include a one-paragraph lay abstract (limit 200 words) that describes the proposal in terms accessible to a non-scientist and that could be used in press releases and communications to the community at large.
4. **Research Plan:** (Maximum six (6) pages for a-d, including illustrations and tables). The following elements are required:
 - a. Specific Aims
 - b. Background and Significance
 - c. Preliminary Studies/Rationale
 - d. Research Design and Methods (including a time table and milestones for the 2-year project period)
 - e. References (not included in 6-page limit)
5. **Collaborative Interactions and Future Plans:** Include a one-page description that describes:
 - a. how the project represents a new collaborative research initiative (see eligibility criteria, #4)
 - b. planned cross-disciplinary approach
 - c. perceived novelty and impact of the proposed collaborative research

d. plan(s) for seeking external funding to continue the proposed work

Note: This section should be an expansion of the paragraph submitted in the pre-proposal.

6. **Investigator Biosketches:** A biographical sketch of the investigators on the team must be included. Please limit these documents to two (2) pages each with relevant publications using the standard NIH format. The biographical sketch for the principal investigator should be placed first.
7. **Budget and Budget Justification:** Each investigator on the collaborative team should submit a preliminary budget and budget justification for review consideration using the [GCC Dunn-BRC Budget Form](#). The combined budgets should add to the full award amount (up to \$98,000 total). See the "Research Budget Information" section below for further information. Budgets and justification are only used for review purposes and can be edited between the pre-proposal and proposal stages. Budgets will be finalized upon notice of award in compliance with the investigators' home institutions.

Note on Institutional Approval: Each institution is encouraged to submit more than one proposal (no limit). Approval and sign off by the appropriate institutional representative will be required after selection. Other compliance documents may also be required.

Research Budget Guidelines

[GCC Dunn-BRC Budget Form](#)

- Budget covers both years of award (i.e. you do not need to separate year 1 from year 2).
- Funds may be requested for
 - supplies,
 - equipment (up to \$5,000),
 - travel (up to \$2,000),
 - stipends, and
 - research staff salaries (graduate students, postdoctoral associates, technical staff, non-tenure track research faculty)
- Equipment purchases should be limited to \$5,000 unless the equipment is absolutely necessary to meet the aims presented. Justification should be provided.
- Costs that are **not** allowed:
 - Indirect (F/A) costs
 - Salary for the PI and/or co-investigators
 - Tuition remission
- Maximum budget is \$98,000 for duration of two (2) years.
- Under exceptional circumstances, a 6-month no-cost extension may be requested with justification (maximum funding remains \$98,000).
- If significant progress is not demonstrated by the end of the first year after review by the GCC Oversight Committee, then unused funds must be returned to the program.
- If, during the proposal or award period, the status of a faculty member or collaboration changes, the PI(s) must immediately notify Suzanne Tomlinson at smtomlin@rice.edu.

Research Post-Award Requirements

1. **Reports:** Grant recipients are required to submit a mid-term progress report and a final report to the GCRC Program Director. Annual reports may be requested for five (5) years post-award.
2. **Research Proposal Reviewer:** Grant recipients are required to participate in the subsequent years' review processes, as needed.
3. **Other Requirements:** Grant recipients may be expected to present their research outcomes to the Dunn Foundation, the GCC Oversight Committee, or other interested parties and to provide additional information as requested by the GCC Oversight Committee. This information would include a summary of the project as well as impact of the research within the GCC and the larger community.
4. **Acknowledgements:** Funding from the John S. Dunn Foundation Collaborative Research Award Program must be acknowledged in all publications or presentations associated with or arising from an award.

EVENT PROPOSAL REQUIREMENTS

Event Pre-proposals

Due: June 1, 2018

Teams should compile all elements of the pre-proposal into a single PDF and submit via email to: smtomlin@rice.edu.

Pre-proposals that do not adhere to these guidelines or do not meet requirements for eligibility will be returned without review.

1. **Cover Page:** Please complete the pre-formatted [cover page](#) which includes the following requisite information:
 - a. **Project title:** Full project title
 - b. **Investigator Team:** Names, positions, and affiliations of the investigator team involved in the project. The principal investigator should be listed first.
 - c. **BRC Participation:** Identify the specific investigator(s) that is (are) a member of the BRC-Associated Faculty group ([BRC-Associated Faculty eligible for the Dunn Research Award Program](#)).
 - d. **Administrative Contacts:** Name(s), email address(es), and phone number(s) for departmental and other relevant administrators should be included.
2. **Abstract:** Include a one-paragraph scientific abstract (limit 300 words) with a clear description of the area(s) of research that will be the focus of the event application and the specific aims for the event. Specific aims are considered part of the 300-word limit.
3. **Collaborative Interactions and Impact:** Include a paragraph (limit 300 words) that describes:
 - a. how the proposed project represents a new collaborative research initiative
 - b. planned cross-disciplinary approach
 - c. perceived novelty and impact of the proposed collaborative event
4. **Investigator Biosketches:** A biographical sketch of the investigators on the team must be included. Please limit these documents to two (2) pages each with relevant publications using the standard NIH format. The biographical sketch for the principal investigator should be placed first.
5. **Potential reviewers:** Please provide names of potential faculty who could provide an unbiased, knowledgeable review of your interdisciplinary proposal—two (2) who are based from within the GCC and two (2) who are external to the GCC. These recommendations are reviewed and may be used to form the review panel, although participation in the panel is subject to availability and eligibility.

Full Event Proposals

Invitation to Submit: early August 2018

Due: September 29, 2018

Teams should compile all elements of the proposal into a single PDF and submit via email to: smtomlin@rice.edu.

By invitation only. Event proposals are limited to the top event teams invited to submit full proposals after review of pre-proposals.

The proposal should utilize 11-point Arial font with at least one inch margins. Applications that do not adhere to these guidelines or do not meet requirements for eligibility will be returned without review.

1. **Cover Page:** Please complete the pre-formatted [cover page](#) which includes the following requisite information:
 - a. **Project title:** Full event title
 - b. **Investigator Team:** Names, positions, and affiliations of the investigator team involved in the event. The principal investigator should be listed first.
 - c. **BRC Participation:** Identify the specific investigator(s) that is (are) a member of the BRC-Associated Eligible Faculty group ([BRC-Associated Faculty eligible for the Dunn Research Award Program](#)).
 - d. **Administrative Contacts:** Name(s), email address(es), and phone number(s) for departmental and other relevant administrators should be included.
2. **Scientific Abstract:** Include a one-paragraph scientific abstract (limit 300 words) that includes a clear description of the area(s) of research that will be the focus of the application, the planned multi-disciplinary event, the significance of this event, and the specific objectives of the event.
3. **Lay Abstract:** Include a one-paragraph lay abstract (limit 200 words) that describes the same information as the scientific abstract for the event but in terms accessible to a non-scientist.
4. **Event Plan:** (Maximum two (2) pages including illustrations and tables). The following elements are required:
 - a. What are the goals for this event(s) and how will these be undertaken?
 - b. Why is this event(s) of importance to the GCC community?
 - c. What are other events in the GCC community relevant to this activity?
 - d. What is the nature of the event(s)?
 - e. Who will attend?
 - f. What is the anticipated impact of the event(s)?
5. **Collaborative Interactions and Impact:** On a single page, detail the extent to which:
 - a. proposed event(s) represents a new collaborative initiative
 - b. potential impact of the event(s) on a cross-disciplinary research field or problem
 - c. collaborative interactions you anticipate to emerge from the event(s)

Note: This section should be an expansion of the paragraph submitted in the pre-proposal.

6. **Investigator Biosketches:** A biographical sketch of the investigators on the team must be included. Please limit these documents to two (2) pages each with relevant publications using the standard NIH format. The biographical sketch for the principal investigator should be placed first.
7. **Budget and Budget Justification:** A preliminary budget and budget justification must be submitted for review consideration. See the "Event Budget Guidelines" section below for further information. Budgets and justification will be finalized upon notice of award in compliance with the investigators' home institutions.

Administration: The GCC will provide the administrative support for these events.

Note on Institutional Approval: Approval and sign off by the appropriate institutional representative will be required after selection. Other compliance documents may also be required.

Event Budget Guidelines

- Maximum budget is \$8,000 for duration of one year.
- Funds may be requested for
 - Supplies (e.g., program materials and food)
 - Facility and equipment rental
 - Speaker/guest travel and honoraria
- Costs that are **not** allowed:
 - Indirect (F/A) costs
 - Salary for the PI and/or co-investigators
- Under exceptional circumstances, a no-cost extension of up to 6 months may be requested, with required approval by the GCC Oversight Committee (maximum funding remains \$8,000).
- Unused funds must be returned to the program.

Event Post-Award Requirements

1. **Report:** Grant recipients are required to submit a report to the GCRC Program Director detailing the event and its current and future impact in developing interdisciplinary and cross-institutional research. Annual reports may be requested for five years post-award.
2. **Event Proposal Reviewer:** Event grant recipients are required to participate in the subsequent years review processes as needed.
3. **Other Requirements:** Grant recipients may be expected to present their event outcomes to the Dunn Foundation, the GCC Oversight Committee, or other interested parties and to provide additional information as requested by the GCC Oversight Committee. This information would include a summary of the event as well as its impact within the GCC and the larger community.
4. **Acknowledgements:** Funding from the John S. Dunn Foundation Collaborative Research Award Program must be acknowledged in all publications or presentations associated with or arising from an award.

Questions

For questions about the application process, contact the GCRC Program Director, [Suzanne Tomlinson](#), 713-348-4772.

For questions about the Dunn Research Award Program or the GCC, contact [Suzanne Tomlinson](#), [Kathleen Matthews](#), or [Karen Ethun](#).