**Intramural Pilot Grants**

Proposals will be accepted in two categories:

**Category 1** - pilot grant awards of up to $50,000 for one year are designed to provide seed money for outstanding new and innovative research ideas and to assist investigators in generating the necessary preliminary data for subsequent grant proposal submissions for federal funding. Funds are not for existing research projects or to be used as bridge grants. The targeted grant must be identified and have a deadline within 18-months of receiving funding.

**Category 2** - pilot grant awards of up to $20,000 for one year to generate the data necessary to publication, positioning the PI and/or research team for a future grant application. Publication(s) must be submitted within 18-months of receiving funding. The targeted grant must be identified and have a deadline within the next three years.

The number of grants awarded will be dependent on both the quality of the application pool and available funding.

These funding opportunities are open to any full-time faculty member at Upstate Medical University with the necessary departmental support, facilities and protected time to complete the proposed studies, but is intended primarily for new (junior) faculty with limited extramural funding or established investigators that are changing or extending their area(s) of research. Collaborative projects between Basic scientists and Clinical researchers are encouraged but not required. **A faculty member is only eligible to submit one application as a PI or co-PI in a single review cycle. PI’s funded through last year’s intramural pilot grants are not eligible to apply.**

Applicants must adhere to the proposal guidelines as detailed below. **Any proposals that are incomplete will be returned without review.**

**For questions regarding the Pilot grant program, please contact Katie Keough** [**keoughk@upstate.edu**](mailto:keoughk@upstate.edu)**.**

**Submission Guidelines.**

Please submit the following as a single PDF document to Danielle Limer-Nies [limernid@upstate.edu](mailto:limernid@upstate.edu).

Formatting requirements – minimum of 11pt font and .5-inch margins, single-spaced.

**1. Please Complete a Grant Request Form in Selfserve**

**2. Cover Letter**

**3. Research Abstract** (200 word maximum)

**4. Research Plan** (maximum 3 pages).

The research plan should include the following sections:

* Specific Aims
* Significance
* Innovation
* Preliminary data (not required)
* Description of Experimental Approach including outcomes
* Timeline for the research activities, manuscript preparation and extramural submission
* Pitfalls and alternatives.

The description of approach should be explicit and sufficiently detailed to allow adequate evaluation. Describe clearly the overall design, with consideration of statistical aspects and adequacy of controls.

Emphasize variables that will lead to success and the ability to replicate findings and data.

**5. Literature cited** (no page limit).

**6. Detailed budget and justification** (1 page each) (salary for Faculty or Graduate students is not allowed).

**7. Project Timeline and Plans for Extramural Applications:** (200 word maximum and chart to demonstrate timeline, see examples 1 and 2)

**8. Current NIH format Biosketch for all key personnel and current and pending grant history including both internal and extramural funding**

**9. Facilities available to conduct research** (1 page maximum)

**10. Letter of departmental support from Chairman stating:**

a. How much time and what facilities are available to the investigator.

b. What additional departmental support is being provided eg. salaries for support staff, supplies, animal costs, equipment.

# Application Submission Procedures

**Submit one combined PDF proposal to** [**limernid@upstate.edu**](mailto:limernid@upstate.edu)

**Deadline: February 11, 2020**