



**Center for Appalachian Research  
in Environmental Sciences**

# MINI-GRANT APPLICATION

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## Table of Contents

Introduction.....	3
Award Description .....	3
Required Documentation.....	3
Significance .....	3
Approach.....	4
Future directions.....	4
Award Priorities .....	4
Key Dates.....	5
Routing an eIAF.....	5
Funding Details .....	6
Allowable Costs.....	6
Non-Allowable Costs.....	6
Project Requirements .....	6
Questions.....	6
Required Documents Checklist .....	7

## Introduction

The mission of the University of Kentucky Center for Appalachian Research in Environmental Sciences (UK-CARES) is to enhance research capacity focused on the major environmental health impacts (e.g., air water, pesticides) that have been implicated in chronic diseases such as heart and lung disease, cancer, diabetes, and child health and early life exposures. This mission is accomplished by promoting the interactions and expanding the critical mass of investigators and citizen scientists with expertise and experience in transdisciplinary, translational environmental health research on the UK campus and in Appalachian communities (targeted region: Big Sandy, Cumberland Valley, Kentucky River). Information on the UK-CARES is found on the website (<https://medicine.uky.edu/centers/ukcares>).

## Award Description

**UK-CARES Rapid Response Mini-Grants** of up to \$10,000 are available to strengthen applications for extramural research funding (for example, NIH R or K-awards or awards from private foundations) or address reviewer's comments for a manuscript. For example, funds can be used for personnel support, analysis of existing biological samples or environmental sampling with existing populations. These grants are limited to no more than seven (7) months in duration. Because of the short duration of these proposals, the required documentation such as IRB, IACUC, etc., needs to be in place at the time of submission. **This mechanism will not fund clinical trials** ([NIH definition](#)).

Applications must address the award priorities described below.

## Required Documentation

Short research description (2 page max) including the following, combined into one PDF:

### Significance

- Explain the importance of the problem or critical barrier to progress in the Environmental Health Science field that the proposed project addresses.
- Explain how the proposed project will improve scientific knowledge, environmental health in Appalachia, technical capability, and/or clinical/public health practice in one or more broad fields.
- Include information on Preliminary Studies. Discuss the PI's preliminary studies, data, and/or experience pertinent to this application. Priority will be given to those applications that require preliminary data to address reviewers' comments for an extramural application or a manuscript under review.

## Approach

- Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. Include how the data will be collected, analyzed, and interpreted as well as any resource sharing plans as appropriate.
- Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the aims.
- Address how the completion of the pilot will address reviews and/or lead to the development of extramural environmental science grant applications, such as R03, R21, or R01.

## Future directions

- Explain how the current research will contribute to/strengthen an external research application or address reviewer's comments on a manuscript.
- If these rapid response grant funds are being requested in response to a critique related to a previously reviewed extramural grant, please include a copy of the summary statement from the extramural grant review. If these funds are being requested in response to a critique related to a previously reviewed manuscript, please include a copy of the reviewer's comments.
- IRB/IACUC approval letter(s) must be in place for this award and submitted with the application. All projects that include human subjects must be reviewed and approved by NIEHS. Delays in project implementation may occur.
- NIH biosketch for faculty listed as study personnel
- Budget and budget justification (\$10,000 maximum per proposal).
  - The use of the following form is REQUIRED: PHS 398 Form Page 4 "Detailed Budget for the Initial Period" found [here](#):
- An appendix of other relevant information such as references.

## Award Priorities

The main priorities for funding are to: 1) help strengthen applications for extramural research grants or to address reviewer's comments for a manuscript, 2) improve the scientific merit of the project, and 3) increase the likelihood that funding will result in submission of a competitive application for extramural funding. Award priorities will be consistent with the mission of UK CARES: to contribute to the science of the prevention and treatment of environmentally-induced diseases. Where appropriate, priority will be awarded based upon the strength of the research team including citizen scientists or, for early career investigators, the mentorship team and citizen scientists. Other priorities for funding include:

- Significance of the clinical and/or translational work in terms of potential environmental health impact.
- Relevance of the clinical and/or translational work to the health of Appalachian Kentucky
- Scientific rigor and novelty of the proposed approach.
- Experience and productivity of the investigators.
- Multidisciplinary research teams representing the basic, clinical and/or population sciences with an emphasis on bridging the divisions between basic and population scientists.
- Pilot studies, which generate critical preliminary data that will lead to subsequent external funding and/or commercial development.
- Health topics of interest to NIEHS (<https://www.niehs.nih.gov/health/topics/index.cfm>)

## Key Dates

- RFA Release Date: June 15, 2022
- Applications Due: Open Call for Applications
- Project Start Date: No later than one (1) month from receipt of the Notice of Award.  
**NOTE: If you do not have an approved IRB/IACUC, the start date could be delayed.**
- Project Completion Date: March 31, 2023

## Routing an eIAF

The College Grant Officer (CGO) in the Principal Investigator's (PIs) college/department will need to initiate an e-IAF for the **UK-CARES Rapid Response Mini-Grant**.

The e-IAF should be received in OSPA three (3) business days before the due date of when the PI would like to submit the application. This is an open call for applications.

**CGO should enter this into the comment sheet:**

"Do not import the e-IAF until OSPA is notified of funding.

These proposals do not go to the Research Administrator, in OSPA but go directly to the **UK-CARES Rapid Response Mini-Grant** Program managers."

## Funding Details

Budgets for awarded **UK-CARES Rapid Response Mini-Grants** will include direct and indirect costs. The indirect rate in effect at the time of the UK-CARES award from NIEHS for Facilities and Administrative Costs (F&A) was 50.5%. Due to the unique administrative challenges associated with P awards, enrichment will follow the current established prime account. Pilot department awardees will not be eligible for enrichment at this time. Proposed costs should be commensurate with the work. Sufficient justification and detail should be provided to validate the costs. Successful applicants can receive up to \$10,000 in direct costs to be used for the conduct of the project. Funds must be spent by March 31, 2023.

## Allowable Costs

- A portion of salary and fringe benefit costs for faculty and staff conducting the project. (NOTE: A minimum of one (1%) effort for PI effort on the project is required.)
- Material and supply costs associated with the analysis existing biological samples or environmental sampling with existing populations.
- Travel funds needed for study execution are allowed, if essential.

## Non-Allowable Costs

- Travel to collaborator sites or conferences.
- Equipment (including alterations and renovation costs), personal service contracts, subcontracts, and consultant costs.
- Costs associated with clinical trials (inpatient, outpatient, research subject compensation, etc.,).
- Other costs deemed non-allowable per the Parent FOA and federal guidelines.

## Project Requirements

Successful applicants agree to complete the project requirements as a condition of funding:

- 1) Develop and implement a project that contributes to environmental health science
- 2) Provide a brief end-of-project progress report
- 3) Share the outcomes of the project at a statewide or national meeting (e.g., UK-CARES annual meeting; Center for Clinical and Translational Science poster session, Appalachian Research Day, Partnerships in Environmental Public Health annual meeting)

## Questions

For questions regarding this funding opportunity, contact:

Joel Thompson, PhD, CCTS Research Development Director & Pilot Funding Project Manager

Please submit your application using the following application link:

<https://redcap.uky.edu/redcap/surveys/?s=YAYJ94WJC9>

## Required Documents Checklist

Before submitting your proposal online, please ensure all required documents listed below are **combined into a single PDF** in the following order:

- Draft Aims page for the project
- Short research description (2-page maximum)
- Summary statement from extramural grant review (if applicable)
- IRB/IACUC approval letter
- PI, Co-PI, Study Personnel Biosketch
- Budget (use [NIH template PHS 398](#))
- Budget Justification
- Letter of support
- Appendix (references)

The format of the application should follow the NIH guidelines outlined below:

- Margins must be no smaller than 0.5" at all points.
- Use an Arial, Helvetica, Palatino Linotype, or Georgia typeface, a black font color, and a font size of 11 points or larger. (A Symbol font may be used to insert Greek letters or special characters; the font size requirement still applies).
- Type density, including characters and spaces, must be no more than 15 characters per inch. Type may be no more than six lines per inch.
- Each page** should provide the applicant's name in the upper right hand corner.