DUKE CFAR
Duke Center for AIDS Research

Objective

CFAR Pilot projects should lead to future independent HIV/AIDS funding. The CFAR is especially interested in proposals from new investigators and those from established investigators who are turning their focus to HIV/AIDS. **Two types** of one year, Pilot Awards are available:

- ❖ Standard (6 pages) Pilot Awards – up to a maximum award of $100,000 direct funding
- ❖ Focused (3 pages) Pilot Awards– up to a maximum award of $60,000 direct funding

RFP Schedule

- Due Date for Letter of Intent (required) — Monday, February 28, 2022
- Due Date for Proposals — 5:00PM, May 2, 2022
- Application Review — May 2022
- Projected Award Date — July 1, 2022
- Period of Award — Award period is 12 months or less

Eligibility for CFAR Pilot Grant Award

- Post-doctoral* and Clinical fellows* (T32 awardees cannot use CFAR award for training or stipends)
  Separate letter of support from faculty mentor required, see **Application information below
- Faculty with no prior R01 level funding in the HIV/AIDS field
- Applicants with a current K award must have NIH pre-approval

Questions on eligibility should be directed to the CFAR Developmental Core

Letter of Intent

A LOI is **required** to submit a CFAR Pilot Grant and will include the following information:

1. Name and email of the Principal Investigator(s)
2. Names of other key personnel
3. Descriptive title of proposed research
4. Abstract
5. This is the appropriate time to request pre-submission services. See CFAR pre-award Core Services below.

Submit your LOI THROUGH THIS FORM on or before February 28, 2022.

Center for AIDS Research Project Guidelines (*website link***)**

Additional National Institutes of Health approval may also be needed before initiation of a project and before CFAR funds are disbursed. The CFAR Administrator, will provide guidance to awardees during this process.

Projects with an International Component: Please refer to this Guidance for NIH Approval Process for CFAR-Supported International Studies

Projects with a Clinical Component: CFARs are unable to fund clinical trials, however, projects involving clinical research (e.g., observational studies or sub-studies using existing data from an ongoing clinical trial) may be funded by the CFARs. The NIH definition of a clinical trial is very broad. Some investigators conducting human subjects research may not be aware that NIH considers their study to be a clinical trial. For guidance, click here and refer to the revised Guidance on CFAR Clinical Research Studies for CFAR-funded clinical research.

- Start dates for funded awards involving clinical research entailing greater than minimal risk to the subjects will dependent on IRB approvals and the date that the NIH issues clearance for the project. The Duke CFAR Finance Administrator will provide guidance to Awardees on the NIH clearance process.
- Research effort is allowed on the grant (no admin or clerical). *Faculty effort must comply with primary department policy.*
- Sub awards for external collaborations are allowable and **will incur F&A**. Consultation with departmental grant manager pre-application is recommended to comply with Duke Sub-award policies.
- Travel is restricted and must be in support of project completion or presenting results from the CFAR Developmental Project Award.

Pre-Submission Consultation and Review

Applicants are encouraged to utilize CFAR Cores' pre-submission services, at no cost. These services should be requested *with the LOI submission form*. Grant preparation support services include but are not limited to:

- Statistical/Bioinformatics Review
- Specific Aims Review
- Experimental Design
- Quality Assurance
- Study Design, Implementation and Analysis
- Database and Biorepository Access

- Scientific Consultations
- Research Question Review
- Specimen ID/Procurement
- Letters of Support
- Literature Reviews
- Community Engagement Support

Application and Submission of Pilot Grant

Applications must contain the following components *in order* and be submitted as one complete PDF document. (No SPS Record required)

1. The completed CFAR Pilot Grant Cover Sheet *with signatures,* 2022CFAR.CoverSheet
2. The CFAR Pilot Grant Checklist.   2022CFAR.Checklist
3. Document addressing the "Authentication of Key Biological and/or Chemical Resources" as discussed in NIH notice NOT-OD-17-068
4. Research Proposal
   A. Standard Research Proposal ($100K Award)
      Specific Aims 1 page, Research Strategy 6 pages (Uses the current NIH R03/R21 format)

                    OR

   B. Focused Research Proposal ($60K Award)
      3 Page maximum: Suggested format: Specific Aims 1/2 page, Research Strategy 2 1/2 pages

The Research Strategy should include sections to address Significance, Innovation and Approach. In the Significance section, applicants should address "….the strengths and weaknesses in the rigor of the prior research (both published and unpublished) that serves as the key support for the proposed project." In the Approach section, applicants should "describe plans to address weaknesses in the rigor of the prior research that serves as the key support for the proposed project.' https://grants.nih.gov/grants/guide/notice-files/NOT-OD-18-228.html

5. A current NIH Biosketch of PIs   NIH format page
6. For a multi-PI application, include a Project Leadership Plan, per NIH guidelines.
7. Budget and Budget Justification on NIH 398 form pages.

Applications should be prepared as a single PDF file, using the proper naming convention (e.g. first initial.lastname.cfar.jan2022), and uploaded directly to:
May2022.8nkcdzxadq4frchk@u.box.com
Simply email your completed Application to the above address. You will receive a confirmation email stating that your upload was successful. *If you do not receive a confirmation within a few minutes of submission, your application was not submitted, and you should try again.*

**To be eligible for a CFAR Pilot Award, Post-doctoral and Clinical Fellows must also have a faculty letter of support. This letter should be emailed separately, and directly to the same address. May2022.8nkcdzxadq4frchk@u.box.com

Questions concerning the application or submission should be directed to the CFAR Developmental Core.

Review Process

Applications will be reviewed by the CFAR Study Section, comprised of Leaders from the CFAR Cores. If necessary, outside expertise may be used to evaluate the scientific merit of a proposal. All applications are subject to NIH approval and all applicants will receive a written review of their proposals, regardless of funding.

The Committee will review the application based on the following criteria:
> - NIH Next Generation Researchers Policy
> - NIH HIV/AIDS Priority Areas and Office of AIDS Research HIV/AIDS Research Priorities
> - Overall scientific merit, level of innovation, and relevance of the proposal to AIDS research
> - CFAR QS Core statistical/bioinformatics review
> - Utilization of Duke CFAR Core Services
> - Potential for generating independent funding
> - Potential for drawing investigators from other fields into AIDS research
> - Potential for developing new interactions between or among CFAR investigators.

Duke Center for AIDS Research Mission

The principal mission of the Duke Center for AIDS Research (CFAR) is to provide, establish, and enrich infrastructure support for research and to promote collaboration and coordination among the community of HIV/AIDS investigators at Duke and its principal international research partners.

NIAID Division of AIDS created the CFAR program in 1988 and most recently renewed in 2017. CFARs are co-funded by ten NIH Institutes:
1. National Institute of Allergy and Infectious Diseases (NIAID)
2. National Cancer Institute (NCI)
3. *Eunice Kennedy Shriver* National Institute of Child Health and Human Development (NICHD)
4. National Heart, Lung, and Blood Institute (NHLBI)
5. National Institute on Drug Abuse, (NIDA)
6. National Institute of Mental Health (NIMH)
7. National Institute on Aging (NIA)
8. National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK)
9. National Institute on Minority Health and Health Disparities (NIMHD)
10. National Institute of Dental and Craniofacial Research (NIDCR)
11. National Institute of Nursing Research (NINR)

The CFAR program is scientifically managed by these NIH Institutes:
- Office of AIDS Research (OAR)
- Fogarty International Center (FIC)