
RFP Schedule

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| • Due Date for Letter of Intent | Monday, April 8, 2019 |
| • Due Date for Proposals | 5:00PM, Wednesday, May 15, 2019 |
| • Application Review | May/June 2019 |
| • Projected Award Date | July 1, 2019 |
| • 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)
*Priority given to applicants with clear potential for generating independent funding
- 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

Please include the following information:

1. Descriptive title of proposed research
2. Name, address, and telephone number of the Principal Investigator(s)
3. Names of other key personnel

A letter of intent is not binding, and does not enter into the review of a subsequent application, however, the information that it contains allows the Duke CFAR to estimate the potential review workload and plan the review.

Email your LOI to [CFAR Developmental Core](#) on or before April 8, 2019.

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.

Statistical/Bioinformatics Review: Pre-submission consultation and review is available at no cost to all applicants, if requested by April 29, 2019. Applicants are encouraged to utilize this service, as each application will be scored by the CFAR Biostatistics & Computational Biology Core in the final review process. Please email [the BCB Core](#) to schedule a consult before April 29, 2019.

Specific Aims Review: Pre-submission consultation and review is available at no cost to all applicants, if requested by April 29, 2019. Applicants are encouraged to utilize this service. Please email [the Developmental Core](#) to schedule a consult before April 29, 2019.

CFAR Scientific Cores: Applicants are encouraged to utilize CFAR Cores pre- and post-award. See the [CFAR Scientific Cores page](#) describing the services available through the Cores. Working with one or more of the CFAR Scientific Cores adds to the overall score of the Pilot Award application.

Applications and Submission

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*, and the CFAR Pilot Grant Checklist. [2019CFAR.Cover&Checklist](#)
2. Document addressing the “Authentication of Key Biological and/or Chemical Resources” as discussed in [NIH notice NOT-OD-17-068](#)
3. Research Proposal using the current NIH R03/R21 format (Specific Aims 1 page. Research Strategy 6 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>
4. A current NIH Biosketch of PIs [NIH format page](#)
5. For a multi-PI application, include a Project Leadership Plan, [per NIH guidelines](#).

6. Budget and Budget Justification on [NIH 398](#) form pages.

Applicants may request up to \$60,000 in total direct costs for 1 year.

- 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, but must comply with [Duke Sub-award policies](#).
- Travel must be in support of project completion or presenting results from the CFAR Developmental Project Award.

Applications should be prepared as a single PDF file, using the proper naming convention (e.g. first initial.lastname.cfar.mar2019), and uploaded directly to:

upload.CFAR_Sm.wa5umi9g7e@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.*

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 BCB Core statistical/bioinformatics review
- Utilization of [Duke CFAR Cores](#)
- 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 of General Medical Sciences (NIGMS)
10. National Institute on Minority Health and Health Disparities (NIMHD)

The CFAR program is scientifically managed by these NIH Institutes:

- Office of AIDS Research (OAR)
- Fogarty International Center (FIC)
- National Institute of Dental and Craniofacial Research (NIDCR)
- National Institute of Nursing Research (NINR)