

PROGRAM DESCRIPTION

This Bridge Fund Program (BFP), an initiative of the Brain Health Consortium (BHC), funded by the Office of the Vice President for Research, Economic Development, and Knowledge Enterprise (REDKE), is a grant opportunity that provides funding for limited, interim research support based on the merit of a previously submitted application being revised for resubmission. This support is designed to enable tenure/tenure-track faculty Principal Investigators (PIs) to gather additional data to strengthen a revised application. The BFP will aid both early career PIs still establishing their research careers as well as established PIs who can benefit from interim funding while they revise applications. BFP applications must contain efforts to address recent grant critiques from public (e.g., NIH, NSF, DoD, CPRIT) or private sponsors.

Preference will be given to applications that have:

- Significant scientific or scholarly merit likely to have an impact in the field;
- Likelihood of successful award if revised and resubmitted to the same sponsor; and,
- PIs/Co-PIs that are full members of the Brain Health Consortium.

All requests will be carefully peer reviewed, to include evaluation of the previously submitted proposal and sponsor's corresponding written critique.

ELIGIBILITY

Applicants must be full-time, tenure-track or tenured faculty at The University of Texas at San Antonio (UTSA) in residence at the time of application. Projects to be performed while an applicant is away on sabbatical will not be considered.

Applicants are limited to serving as PI on only one BFP proposal each application cycle; however, an applicant may be a PI on one application and Co-PI on one other. It is a PI's responsibility to ensure Co-PIs are eligible and have not exceeded this limitation.

If an applicant has outstanding reports due under any other institutional seed grant programs, they will be ineligible to receive any future seed grant awards until they have met their previous obligations.

FUNDING LIMITS

Up to \$15,000 is available for each short-term (six-month) project. It is anticipated that two grants will be funded. All funding requests must be sufficiently justified. Awards are subject to availability of funding.

PERFORMANCE PERIOD

January 15 – July 31 (6.5 months)

SUBMISSION DEADLINE

November 19, 2020, 5pm CST

APPLICATION REQUIREMENTS

There is a two-part routing and submission process for this opportunity.

1. Applications must first route through a Research Service Center (RSC), utilizing the UTSA Routing and Cayuse systems. This is to the faculty members' benefit, as it allows this activity to be tracked within REDKE proposal and award dashboards. Contact your respective Research Service Center (RSC) for assistance with application preparation and routing.
2. Applications must then be submitted through REDKE's [InfoReady site](#).

Required Application Components:

Note - All components must be complete and uploaded at the time of submission.

1. Brief summary of the need for funding, including a timeline for resubmission (1 page)
2. A copy of the previously submitted and rejected proposal application
3. A copy of sponsor's corresponding written review comments/critique for #2 above
4. Budget, using [Internal Seed Grant Template](#) (also available for download from [InfoReady](#))
5. Budget justification/narrative (1 page)
6. Signed Grant Agreement (available below and for download from [InfoReady](#))

Formatting (for items 1 and 5 above):

- Single-spaced
- No less than 12pt Times New Roman font
- One-inch margins all around

If any components above (1-6) are not included in the submission and/or formatting is not compliant, the application will be deemed unresponsive and returned without review.

5. BUDGET TEMPLATE (UTILIZING UTSA TEMPLATE)

Awards have a performance period of January 15 – July 31. Rollover of funds to the next fiscal year and fiscal extensions are not allowed. Funds that are not fully spent by July 1 will automatically be reverted to REDKE.

6. BUDGET JUSTIFICATION– (1 PAGE MAXIMUM)

Details for all proposed expenditures must be described in the budget justification.

Budget Considerations

Funds **can** be used for the following:

- Salaries and/or wages for faculty, postdoctoral fellows, graduate and undergraduate students. [Fringe benefits](#) are paid centrally at UTSA based on appointment type - exclude fringe benefits on the budget template worksheet.
- Materials and supplies (must be justified as needed for project/program success)
- Equipment (cost of \$5,000 or greater with a useable life of more than 3 years – will require additional justification/approval)

- Expenses for field work, data collection, archival research, training, educational purposes and/or presentations on research, creative or scholarly activities directly related to the proposed project/program
- Consultant fees
- Contracts and sub-awards for activities outside of UTSA (must be clearly and convincingly described as necessary for successful execution of the proposed project/program)
- Travel for UTSA employees for data collection or other purposes, if directly related to the proposed project/program (must clearly justify as essential to the project/program).
- Conference expenses (venue fee, materials/supplies, event marketing, speaker fee/expense, and presenter/poster award)

Funds **cannot** be used for the following:

- Fringe benefits
- International travel
- Non-employee travel
- Stipends, scholarships and/or tuition
- Indirect costs (F&A) costs
- Payment of salaries to non-UTSA personnel
- Refreshments (food, snacks, and beverages)

REVIEW CRITERIA

- Scientific or scholarly merit of proposal and impact on the field. (*Reference NIH review criteria; significance, investigator(s), innovation, approach, and environment*)
- Likelihood that this bridge funding will result in external funding.
- Priority will be given to PIs/Co-PIs that are full members of the Brain Health Consortium.

AWARD ADMINISTRATION

The PI is responsible for the administration of award funds. In particular, he/she must be certain that over-expenditures do not occur, and that all funds are fully expended according to institutional deadlines. All work must be completed within the performance period.

REPORTING REQUIREMENTS

PIs awarded funding through this program will be required to submit a final report to REDKE using the InfoReady Seed Grant Reporting Form, capturing both quantitative and qualitative output. PIs will be provided final reporting instructions prior to the end of their projects. PIs are responsible for submitting a Final Grant Report no later than September 30 of the fiscal year that the award is made (September 30, 2021). A final report must be filed with the REDKE to be eligible for subsequent seed grant funding.

Additionally, PIs must produce a revised and resubmitted proposal, routed through the Brain Health Consortium (BHC), for external funding as a component of their final report. The PI must submit a copy of the external grant submission to the BHC no later than December 31, 2021.

PROGRAM TIMELINE

November 19, 2020 – Applications due in InfoReady (by 5pm CST)

December 8, 2020 – Awards announced

January 15, 2021 – Performance period begins (i.e., funds available)

July 1, 2021 – All funds must be fully expensed

July 31, 2021 – Performance period ends

September 30, 2021 – Final project report due to REDKE

December 31, 2021 – Copy of extramural grant resubmission application due to BHC

CONTACT INFORMATION

If you have any questions regarding grant application, reporting and documentation procedures, please contact:

Ana Laredo
Research Program Coordinator
Office of Strategic Research Initiatives (SRI)
Email: seedgrants@utsa.edu

If this research proposal is funded, I agree that my acceptance obligates me to:

1. Include the following acknowledgement on all publications resulting from this grant award.

"This project was funded (full or in-part) by The University of Texas at San Antonio Brain Health Consortium and the Office of the Vice President for Research, Economic Development, and Knowledge Enterprise."

2. If human subject, animal, or biohazard (or related) research is involved, protocols to the Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), or Institutional Biosafety Committee (IBC) must be approved prior to funds being released.
 - [IRB protocols](#)
 - [IACUC protocols](#)
 - [IBC protocols](#)
3. [Release all capital equipment](#) to the BHC, unless otherwise negotiated. All other materials, supplies, and equipment will remain in the PI's department.
4. Secure prior written approval from the Brain Health Consortium for any shift in project scope or budget that deviates from what was described in the funded proposal. Requests for such approval should be submitted to:

Jenny Hsieh, PhD
Director, Brain Health Consortium
Email: Jenny.Hsieh@utsa.edu
5. Submit the agreed upon (revised) extramural proposal for funding to support the future progress of your research by December 31, 2020.
6. Respond to all inquiries and communications from the Brain Health Consortium and Office of the Vice President for Research, Economic Development, and Knowledge Enterprise related to the **BFP** and the funded project.

Principal Investigator

Signature: _____

Project Name: _____

Date: _____