

**KANSAS CITY AREA LIFE SCIENCES INSTITUTE
PATTON TRUST RESEARCH GRANTS
(Issue Date 1 March 2018)
Request for Proposals**

APPLICATION DEADLINES

- 1. Letter of Intent is due by 5:00 pm on 29 March 2018.**
- 2. Full application must be received by 5:00 pm on 30 April 2018.
Applications received after 5:00 will not be accepted.**
- 3. Funding date for successful proposals – 1 July 2018.**

The Kansas City Area Life Sciences Institute (KCALSI) is pleased to issue a Request for Proposal (RFP) for Patton Trust Research Grants to be submitted to the KCALSI for funding consideration. Funding for this grant program is provided by the Paul Patton Trust, Ted C. McCarter, William Evans Jr. and Bank of America, N.A., Trustees. Background, Scope, Eligibility, Review Criteria, Application Procedures, the Review Process, and submission instructions are provided below.

BACKGROUND

The Kansas City Area Life Sciences Institute (KCALSI) is a 501(c)(3) not-for-profit public charity organization which serves as the coordinating body for the Kansas City region's life science research initiatives by functioning as a facilitator, matchmaker, and potential funder of collaborative research initiatives and assisting in the commercialization of resulting intellectual property. KCALSI supports the ten key stakeholder institutions listed below and other life sciences stakeholders in the region:

- Children's Mercy
- MRIGlobal
- Saint Luke's Hospital
- Kansas City University
- Kansas State University
- Truman Medical Centers
- University of Kansas
- University of Kansas Medical Center
- University of Missouri – Columbia
- University of Missouri - Kansas City

PURPOSE

This RFP serves to stimulate the development and submission of major multidisciplinary research proposals from investigators in the life sciences to government or private agencies. KCALSI's approach for achieving this goal is to support research development grants capable of generating critical preliminary data needed to develop competitive proposals for submission to external agencies. Proposals are invited for multidisciplinary collaborative research development grants consistent with the scope of this specific RFP. Awards are limited to \$50,000 for one year and are intended to exploit investigator and facility strengths leading to highly competitive proposals directed

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toward future external funding. The number of awards will be subject to available KCALSI funds.

ELIGIBILITY

All full-time researchers at KCALSI key stakeholder institutions are eligible to submit proposals in response to this RFP. Proposals including evidence of inter-institutional collaborative research are preferred for this funding program, but not an absolute requirement. A lead stakeholder institution must be identified and the Principal Investigator must be from that institution. Additional investigators should be listed as co-principal or collaborating investigators.

SCOPE

Patton Trust Research grant proposals must be specifically focused on the genetic basis of diseases that predominately affect children and clearly identify how the research team intends to generate critical preliminary data needed for future proposal submissions to external agencies. Proposals consistent with this theme are encouraged.

REVIEW CRITERIA

1. Proposals must document specific evidence of inter-institutional collaborative research (when present) to be considered for review.
2. Proposals must address an important and relevant question(s) related to the **SCOPE** of this RFP listed herein.
3. Proposals should describe how the proposed grant support will facilitate the development and submission of a proposal(s) seeking external funding from government and/or private agencies. The long-term expectations regarding the institutions extended research programs and potential for expanded research in related areas of research should also be articulated.
4. Merit review criteria are essentially the same as those used by Federal granting agencies such as NIH and NSF. Criteria include scientific and technical significance, innovation, approach, and likelihood of success of achieving external funding.
5. Qualifications and research experience of the Principal Investigator, Co-Principal Investigators and collaborating investigators are important considerations.
6. Proposals must present a realistic assessment of the scope of work proposed for the one year period of funding.
7. Appropriateness of the proposed budget.

Upon receipt, proposals will undergo an administrative review to assure compliance with submission requirements and that appropriate institutional signatures and assurances were obtained. Proposals will be evaluated for scientific and technical merit and assigned NIH-type priority scores. Upon receipt of peer review scores, the proposals will be ranked and submitted to KCALSI's President who subsequently will present

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recommendations for funding to the KCALSI Board of Directors. Final award decisions will be made based on priority scores, recommendations, and available funds.

APPLICATION PROCEDURES

- A. An **original** one-page letter of intent in editable PDF format should be submitted to the office of Dr. Keith Gary (kgary@kclifesciences.org), Vice President, KCALSI, by **29 March 2018 before 5:00 pm**. Letters of intent must briefly describe the nature of the project, outline the features of the proposal, and identify the Principal Investigator (PI), Co-PIs, collaborating investigators, lead institution, and collaborating institutions. Letters of intent either must bear **original signatures** of all collaborating investigators or be accompanied by appropriate commitment letters bearing **original signatures**. PDF files containing documents bearing original signatures are allowable. **Fax copies will not be accepted.**
- B. PI's selected to submit full proposals will be notified via e-mail. Full proposals must be submitted to Dr. Keith Gary, Vice President, KCALSI by **30 April 2018 before 5:00 p.m.** **Applications received after 5:00 will not be accepted.**
- C. Full proposals should use the latest version of PHS 398 forms available electronically at <http://grants.nih.gov/grants/funding/phs398/phs398.html>. Institutional administrative review and approval of applications by all applicable stakeholder institutions must be completed prior to submission. Hard copy with signed approval from the lead institution's signatory official must be submitted to the KCALSI prior to the stated deadline for full consideration.
- D. Strict compliance to the following criteria is necessary in preparing the proposal:
- a. The Face Page should identify only the lead institution and Principal Investigator in addition to other required information about the lead institution.
 - b. The Description, Performance Sites, and Key Personnel should clearly detail collaborating investigators and institutions.
 - c. The Detailed Budget for Initial Budget Period Page must be used and should reflect the following:
 - i. Requests may be up to \$50,000 for one year.
 - ii. Salary and fringe benefits may be requested and must be in accord with set institutional guidelines.
 - iii. Indirect cost rates may not exceed 10%. Indirect costs must be included within the \$50,000 limit.
 - iv. Equipment requests may not exceed 20% of the total request.
 - v. The budget and budget justification should only represent funds requested of the KCALSI.
 - d. Separate budget justification page must follow the budget page and detail the rationale for all budget requests. Supply items should be summarized within major categories (e.g. photography, tissue culture, etc.)

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- e. DO NOT INCLUDE the Budget for Entire Proposed Period of Support Page
- f. The NIH biographical sketch form 398/2590, (also found at <http://grants.nih.gov/grants/funding/phs398/biosketch.pdf>) must be used for each investigator. The Principal Investigator's Biographical Sketch Format Pages must be first followed alphabetically (last name) by all other investigators. The biosketches must be provided as an appendix.
- g. The Resources Format Page must detail resources that are to be used at the collaborating institutions toward completion of the project. Use additional pages as necessary.
- h. DO NOT INCLUDE the Checklist Form Page and Personal Data Form Page
- i. The Research Plan must be no more than 10 single-spaced pages at 12 pt Arial or Times New Roman font with one inch margins throughout. The research plan should include Specific Aims, Background and Significance, Preliminary studies (if any), and Research Design and Methods. Additional essential items may be included in appendices.
- j. Appendices must include the following:
 - i. A lay executive summary of the proposal that will be used as the primary document for submission by Dr. Wayne Carter, President, KCALSI when submitting funding recommendations to the KCALSI Board of Directors. The lay summary should be succinct, not exceeding one page in length at 12 pt Arial or Times new Roman font with one inch margins throughout.
 - ii. Timeline – Provide an estimated timeline for the project's major milestones, including communications activities.
 - iii. Proposed plan for publishing study results
 - iv. Potential for new innovations resulting from the project, intellectual property management/ownership, and pathways for commercialization
 - v. Signed letters of commitment, **with original signatures**, from each Co-PI and collaborative research investigator named in the budget must be provided as an appendix. **Signatures obtained on the original letter of intent cannot be substituted for this requirement.**
- E. IRB or IACUC approval is not required unless the proposal is funded. Funds will not be released until a final IRB or IACUC approval is received by KCALSI.
- F. The budget and budget justification should clearly delineate which costs will be incurred at each institution. One option is to submit a combined budget along with sub-budgets for each institution. Another option is to subcontract with collaborating institutions and provide the supporting budget form.

REVIEW PROCESS

Proposals will undergo an initial administrative review by KCALSI staff to assure compliance with submission requirements detailed in the RFP. Proposals will then be

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evaluated for scientific and technical merit by peer review and assigned NIH-type priority scores (see <http://grants.nih.gov/grants/peer/peer.htm>).

Applicants may submit up to three names of peers whom they wish not to review their application. This is to avoid selection of someone with whom the applicant(s) does not wish to share the proposal or whom they feel will not provide an objective review. KCALSI will not select these persons when contacting potential reviewers to develop an appropriate peer review group.

Upon receipt of peer review scores, the proposals will be ranked and submitted to KCALSI's President for final funding decisions. Individuals will be excluded from review and discussion of proposals in which they have a real or apparent conflict of interest. Final award decisions will be made based on priority scores, recommendations, and available funds.

SUBMISSION INSTRUCTIONS

Submit an original of the **full** application in PDF format (editable, not imaged) to Sharon Newman (snewman@kclifesciences.org) and copy Dr. Gary (kgary@kclifesciences.org):