We will consider awards up to $40,000 for small proposals or $85,000 for large proposals. We recognize that certain types of expenses are relatively large, e.g. pilot data collection. The committee will evaluate the potential of the project, the reasonableness of the budget and the level of effort the investigator intends to invest. Potential applicants with questions about the acceptable size for projects should contact IPR Director Sarah Hayford, and/or Jill Morris.

The seed grant may cover limited salary for the investigator (typically 1 month or less), funding for a GRA or other student position, meetings with visitors, research materials, shared support for multidisciplinary teams of researchers, data acquisition (including costs associated with working at Kentucky Federal Statistical Research Data Centers [KRDC]), pilot projects, funds to consult with collaborators and consultants outside Ohio State, software development efforts aimed at demonstrating the feasibility of a larger research effort, and the like. IPR is not permitted to fund investigator time for grant writing; we can fund time for preliminary analysis, literature review, and other research activities.

IPR's seed grant program is designed to support projects that have the potential for future external funding. Seed grant recipients are expected to allocate a portion of the indirect costs (typically 10%-20%) for any future grant submissions to IPR (see Seed Grant Rules and Responsibilities for further details).

Application components
All text documents should use font size 11 point or larger and should have margins of 0.5 inches or more on all pages. Submit applications by the instructions listed on our website (https://ipr.osu.edu/seedgrants) via this form (https://airtable.com/apprJaWT4RjLaxVsT/shrT8kuknlqca8ele) by the posted deadline.

1) Application cover page. (Junior faculty must identify a mentor on this page.)

2) Proposal (following a modified NIH R03 format)

- Summary/Abstract: suitable for IPR website (1-2 paragraphs)

- Narrative: relevance to public health (1-3 sentences)

- For resubmissions of previously reviewed proposals: introduction explaining substantive changes made to the proposal since previous review (1 page)

- Aims and Study Design (maximum 6 pages)

  ➢ *Significance and innovation*: How does this project build on current science? How will this advance our understanding of population and health phenomena? How will this move the field forward? This section should discuss both the significance of the larger research agenda and the contribution of the seed grant project. Clearly explain why the activities to be conducted under this seed grant are essential if you are to make an effective case for external funding and why the activities are unlikely to take place if not funded through a seed grant.

  ➢ *Approach*: Describe the overall research design, including data, measures, and methods of analysis, that will accomplish the aims of the project. The methods to be used in the activities conducted under the seed grant should be described in detail. You may also want to outline the proposed methods for the larger project that will be supported by the seed grant.

- ➢ *Plans for pursuing external funding*: (i) Potential sources of external funding – these should be agencies with known priority for funding this type of research. Note that in the review process, proposals regarded as having the best potential for securing NICHD funding will be favored. Specify type of funding mechanism (e.g. NIH R01). (ii) Timeline for submitting application(s).
- ➢ *Fit with mission of funding agency (Population Dynamics Branch of NICHD or other)*: In a brief paragraph, explain how the proposed research falls within the scientific mission of the NICHD/PDB or other target funding agency.
- ➢ *Other OSU support*: Please list awards supporting this research that you have received from other OSU units: OSU unit, title, amount, dates, activities supported.
- ➢ *Mentoring plans*: (for junior faculty) Justify the choice of mentor (e.g. scientific expertise, experience successfully applying for external funding), and describe the commitment of the mentor to the project (e.g. obligations mentor is prepared to assume, mechanisms through which the mentor will provide input and assistance, etc.).
- ➢ Large application only- *Contribution to IPR*: How the proposed project will contribute to the development of IPR as an interdisciplinary population and health research center. It is expected, for example, that project infrastructure will be based in IPR, to the extent appropriate and feasible. You are encouraged to discuss in advance with IPR Associate Director Hayford the resources IPR currently offers to support research projects as well as emerging plans for expanding IPR capabilities (e.g. in data services).
- ➢ *Ohio State University*: How the proposed project will take advantage of other initiatives and resources at Ohio State.
- Budget justification (item-by-item) (no page limits)
- References (no page limits)

3) Budget page attachment

4) [NIH format biosketch](#) for each investigator and mentor

Review process

The IPR Leadership Committee will review all applications. Criteria for review include:
- Scientific contribution of the proposed research – both the seed grant and the larger project
- Strength of research design
- Prospects of success for external funding, including fit with funder and strength of scientific contribution; projects that have the potential for successful applications to NICHD/PDB will be prioritized
- Clearly articulated need for seed funding
- Fit of project with IPR's mission and IPR's themes
- Contribution of project to multiple disciplines: submissions from multidisciplinary teams will be prioritized
- Submissions from junior faculty will be prioritized
- If the applicant has previously received an IPR seed grant, past seed grant performance will be taken into account (publications, presentations, applications for external funding,

adherence to NIH public access policy, and sharing of indirects with IPR-% (stated on ePA-005).

Applicants who have received a seed grant from IPR within the last four years will be given lower priority.

Post-award process

IPR will work with its OSP sponsored project officer to set up seed grant awards as OSP sub-projects of the Population Research Center grant. Seed grant awardees will be the PI on the sub-project and IPR Director, Sarah Hayford, will be the co-investigator. Terms and conditions of the Population Research Center grant, as well as **all NIH grant rules, apply to this sub-project**. Some specific rules are listed at the end of this document.

If Human Subjects data or data collection is involved, sub-projects will <u>not</u> be set up until <u>after</u> the OSU IRB approves the protocol and Jill Morris is made an additional contact person.

No expenditures may be charged to the sub-project until the award recipient receives a project number.

Sub-projects will have an approximate start date of 1/1 for Oct submissions and 6/1 for March submissions. Seed Grant Investigators will be responsible for fiscal oversight of their project. Expenditures must follow the approved budget. If you anticipate needing more than one year to spend the allotted funds, please contact Jill Morris to request a no-cost extension. Unspent funds will be reclaimed after 12 months unless an extension is requested.

Good luck! We welcome the opportunity to invest in your research program.

For assistance of any kind with this application, please contact:

Jill Morris
Morris.856@osu.edu
614-688-5423

IPR Seed Grants: Rules and Responsibilities

1. Compliance with NIH Public Access Policy/Pub Med Central

Per NIH policy on public access: Publications, presentations or reports resulting from seed grant sub-projects must acknowledge financial support from the Institute for Population Research and core support from our population research center grant awarded by the National Institute of Child Health and Human Development. Also, all peer reviewed journal articles must be submitted to Pub Med Central.

Example of proper acknowledgement:

This research was supported in whole (or in part) by P2C-HD058484 from the Eunice Kennedy Shriver National Institute for Child Health and Human Development awarded to The Ohio State University Institute for Population Research.

2. Reporting Requirements

You will be expected to carry out your project as described in your proposal; IPR leadership must approve any changes before work begins in a new direction. You will be expected to report on accomplishments under the award at the end of the award period and over subsequent years to IPR's Director, Sarah Hayford, (e.g., journal articles, Pub Med Compliance, grant applications, etc.), budget expenditures, and future research plans. In addition, seed grant investigators will be invited to present results of their seed-grant-funded research at an IPR seminar. IPR's Seminar Coordinator will contact seed grant recipients.

3. External Awards

It is IPR's expectation that the seed grant recipient will seek external funding based on the project and that **IPR will receive 10-20% of indirect costs from any awards.** This will be decided by the Directors/Chairs of all the units involved and will be reflected on the ePA-005.

IPR is able to provide editorial assistance and budget assistance when preparing an application for an external award. Investigators should contact IPR's Senior Grants Specialist Jill Morris (morris.856@osu.edu) with requests for assistance with proposal preparation and editing. The IPR Leadership Committee would be pleased to review external grant application drafts or otherwise provide assistance and suggestions on proposals. Jill Morris serves as the primary contact for questions regarding proposal preparation and award administration.

4. Prohibited Expenditures

No food or alcohol charges are permitted on seed grant awards.