District of Columbia Center for AIDS Research (DC CFAR)
Rapid Response Research Awards on COVID-19 and HIV
Request for Applications
DUE MAY 18

Background

In response to the COVID-19 pandemic, the District of Columbia Center for AIDS Research (DC CFAR) is announcing a special cycle of pilot awards on COVID-19 and HIV. The Rapid Response Research Awards on COVID-19 and HIV will provide pilot funds to early stage and new HIV/AIDS investigators to collect preliminary data that will further our scientific understanding of the relationships between the coronavirus and HIV epidemics with an emphasis on Washington, DC.

Scope

- Projects must focus on COVID-19 and HIV – applications on COVID-19 alone will be considered to be non-responsive.
- Applications in a wide range of scientific disciplines are strongly encouraged, including social and behavioral science; clinical, mental health and epidemiologic studies; and laboratory sciences.
- Clinical trials and studies involving new drugs, treatments, or devices cannot be funded by the DC CFAR.
- Applicants should 1) describe how they will use DC CFAR Core services in their proposed research projects and 2) demonstrate how their research project relates to, and could impact, the COVID-19 and HIV/AIDS epidemics in the District of Columbia.
- To focus on the local community that we serve, applications should focus on the epidemics in DC.
- Priority will be given to projects that can be conducted in a timely manner.

Eligibility

- Faculty investigators at the eight participating DC CFAR institutions (American University, Children's National, DC Health, Georgetown University, George Washington University, Howard University, Veterans Affairs Medical Center, and Whitman-Walker Health) who are full members of the DC CFAR are eligible to apply. Applications for new membership will be accepted just prior to or at time of submission if the PI meets the eligibility criteria. For membership information, please visit the DC CFAR website at: http://dccfar.gwu.edu/.
- Principal Investigators (PI) must: 1) have a doctoral degree; 2) hold a current academic faculty appointment; and 3) be eligible to submit NIH grant applications through their home institution's office of research.
- PIs can either be Early Stage Investigators or New Investigators.
- PIs must be at the rank of Instructor, Research Scientist, Assistant Professor, Associate Professor, or Full Professor. Clinical fellows are not eligible to apply as PIs.

Award Details

- DC CFAR proposals up to $10,000 will be considered. Up to five awards can be funded and the number will depend on the quality of submissions and on the continued availability of funds.
- Rapid Research Awards are meant to be initiated and completed quickly, within 1 year of the notice of award. A no-cost extension for a maximum of 6 months will be considered only under extenuating circumstances.
- Award funds can be used for research-related activities such as partial salary support for research staff or students, supplies and reagents.
- Salary support for PIs and capital equipment purchases are not allowable.
- Investigators at American, Children's, DC Health, Georgetown, Howard, VAMC, and WWH may need to route their grant applications through their Office of Sponsored Research Projects, or parallel office, for signature. Investigators at GW do not need to route their applications.

- As agreed to by each of the DC CFAR collaborating institutions, indirect costs will *not* be covered. Investigators at American, Children's, DC Health, Georgetown, Howard, VAMC and WWH may want to let their Office of Sponsored Research Projects (OSRP) know this in advance, as OSRP may want a copy of the RFA indicating this stipulation prior to or at the time of institutional routing of your grant application.

Key Dates

Procedure/Activity	Due Date
Email of Intent	May 11, 2020
Full Proposal	May 18, 2020
Application Review	End of May 2020
Anticipated Project Start	June 1, 2020

Application Instructions

All potential applicants are required to send an email of intent to bnrobin@email.gwu.edu by **Monday, May 11.** In the email, please include your: 1) name and rank, 2) institution, and 3) working project title. The email of intent will help the Developmental Core link applicants to core services and expertise on an as needed basis and help inform the routing process.

Download the application form here. Please use Arial 11 font for the application.

Application Form Section Instructions

1. *Face Page* – Complete this form as if submitting to NIH. Non-GW applicants may need to include the signature of an official from their respective institution.

2. *Project Summary, Relevance, Project/Performance Sites* – Provide the project's scientific abstract in the Project Summary space. If funded, the scientific abstract will be posted on the DC CFAR website.

3. *Lay Summary –* A lay language summary of the project must be included on this page. This summary follows the scientific abstract and describes the abstract in terms understandable to the general public. The lay summary should also include a brief dissemination strategy detailing how findings will be communicated to the public. This summary will be reviewed by the DC CFAR Community Coordinator, who will assess the project's potential for community impact. Community engagement resources can be found here. All scientific terms need to be clearly defined in this summary and written at an 8th grade reading level. Please also include a concluding statement describing the potential for community impact locally, as well as nationally and internationally, if appropriate.

4. *Detailed Budget* - Review the DC CFAR Budget Instructions and then complete the detailed budget.

5. *Budget Justification*

6. *Research Plan* – The research plan should be no more than three pages total, with no separate page for the specific aims. Please include the following elements: specific aims, significance, investigators, innovation, approach, and environment.

7. *References*

8. *DC CFAR Developmental Award Checklist*

Additional proposal requirements:

In addition to the application form above, please include the following in your final proposal:

- **Biosketches** of key personnel.

- Appropriate **letters of support** from co-investigators, collaborators or consultants, the Primary Mentor, and the PI's Department Chair or Division Director. Letters are not required from DC CFAR service providers.

Applicants are strongly encouraged to utilize DC CFAR Core services in their proposed research projects. Consultation is always available through the Developmental Core. Study design support and social-behavioral research consultations are available through the Social and Behavioral Sciences Core (SBS) Core. Support for epidemiologic study design, biostatistics, writing clinical research protocols and access to clinical populations and specimens are available through the Clinical and Population Sciences Core (CPS). Laboratory services and assays are available through the Basic Sciences Core (BSC). For additional information or to request services, please contact the DC CFAR Senior Research Program manager at bnrobin@email.gwu.edu.

Application Submission Details

- An email of intent should be sent to the DC CFAR Senior Research Program Manager at bnrobin@email.gwu.edu by **May 11, 2020**.
- The final application should be emailed to bnrobin@email.gwu.edu by **5 pm ET on May 18, 2020**.
- The final proposal should be submitted as a single, combined PDF document and include the following: 1) completed application form; 2) biosketches of key personnel; and 3) letters of support.
- DC CFAR staff cannot make changes to or alter applications in any way once submitted. If an application is submitted before the deadline and changes need to be made, the applicant must make those changes himself/herself and resubmit the entire application packet. Items submitted after the deadline will not be accepted.
- The funding period is June 1, 2020 through May 31, 2021.

Review of Applications

- Applications that are complete and responsive to the announcement will be evaluated for scientific and technical merit, and alignment with the NIH HIV/AIDS research priorities by an internal DC CFAR review group. Incomplete applications will not be reviewed.
- Reviewers will assess the scientific merit of the applications using the following NIH criteria: overall impact, significance, investigators, innovation, approach, and environment. For a detailed explanation of these criteria, please see http://grants.nih.gov/grants/funding/sbirsttr_ReviewCriteria.htm.
- Final funding decisions will be based largely on the scientific merit while also considering important programmatic factors such as research focus area, strength of plan for future NIH funding, proposed use of Core services, and potential for community impact.

Funding Requirements

- Ongoing consultation with a Primary Mentor is required throughout the project and thereafter, as appropriate, to support publishing results and submitting a subsequent NIH grant application. The Mentor must sign off on the submitted application, and if funded, the notice of award.
- Principal Investigators are required to notify the Developmental Core in writing if significant changes to the research plan or budget will be made.
- PIs are required to notify the Developmental Core in writing if external funding becomes available for the same scope of work as is proposed for this funded project through the DC CFAR. Funds may be rescinded if the project has not progressed substantially at the time of notification and review by the DC CFAR.
- If applicable, a copy of the PI's IRB and/or IACUC approval should be submitted to us as soon as possible upon receipt. As required by the NIH, the DC CFAR must have a current IRB and/or IACUC approval copy at all times. Renewal approvals and study closure forms should also be submitted to us in a timely manner.
- Projects may require additional NIH review before commencing if it: a) involves new ways of using known drugs, treatments, or devices; b) is deemed above minimal risk by the Institutional IRB; c) involves vulnerable populations (children, pregnant women, transgender, sex workers, prisoners, refugees,

individuals who are unable to provide informed consent, etc.); or d) involves behavioral interventions above minimal risk.

- Funded investigators who plan to recruit human participants will be required to submit the appropriate Human Subjects Information, including but not limited to, the planned enrollment and protection of human subjects.
- Progress and final reports will be required as updates on scientific progress.
- The award recipient may be asked to give a presentation of the proposed and completed research at seminars organized by the Developmental Core. The recipient may also be asked on other occasions to speak at or participate in other DC CFAR meetings and/or seminars.
- The award recipient will be responsible for completing brief outcome reports for the DC CFAR detailing any subsequent publications, funding awards, or collaborations resulting from this grant award for the next five years. The DC CFAR should be acknowledged in all above listed project outcomes whenever appropriate. Please note that any publications resulting from this award must cite the DC CFAR's NIH award number (P30AI117970) and must be compliant with NIH's public access policy. Please visit our website for more information about how to acknowledge the DC CFAR.

Contact Information
Application and Content Questions
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Budget and Institutional Routing Questions
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