

Memorandum

To: Liver Center Members, Bioscience, Clinical and Research Faculty
From: Michael H. Nathanson, M.D. Ph.D., Director, Yale Liver Center
Mario Strazzabosco, M.D., Ph.D., Deputy Director, Yale Liver Center
CC: Christine Abu-Hanna, Project Manager
Date: January 24, 2019
Re: SUBMISSION OF APPLICATIONS FOR YALE LIVER CENTER PILOT FUNDING

The NIH P30 Liver Center grant provides for the annual submission of pilot projects (up to \$25,000 direct costs each) from both Yale and non-Yale Liver Center investigators as approved by the Executive Committee.

The purposes of the pilots are to fund new initiatives, not ongoing research, and to support new investigators to pursue liver related research that should lead to future R01-type funding or other support. Projects utilizing Core Facilities and supporting young investigators or applying new methodologies or approaches to the study of liver pathophysiology are given priority if the science is equally meritorious. **Investigators should meet one of the following criteria, in order of priority:**

1. Senior fellows or junior faculty at Yale, currently not funded by NIH grants and in need of funds to help prepare for R01-type applications.
2. Established University investigators not currently funded for work related to the Center's focus but who wish to apply their areas of expertise to subjects of Center interest.
3. Funded Center investigators who wish to pursue a project that is different from their current focus of interest, and who needs to develop preliminary data to apply for new R01-type funding.

**We are also accepting submissions for special pilots specifically associated with some aspect related to the biology, pathogenesis, and/or therapy of primary sclerosing cholangitis including basic studies related to cholestasis. Please specify if you are applying for this pilot. **

An internal review by the Center's Executive Committee must precede submission of pilot project requests to our External Advisory Board. This Board will convene at Yale in May to determine a priority score for each request and can approve or disapprove the project or modify the budget. **According to our guidelines, no pilot projects can be submitted for more than two consecutive years. All current pilot project recipients must follow the same guidelines to request a second year of funding.**

Please note the following dates on your calendar

Friday, February 15, 2019: Deadline for submission of Letter of Intent (one electronic copy) emailed to Christine Abu-Hanna at Christine.abu-hanna@yale.edu by 5:00pm.

The letter of intent **must include** the following:

- 1) Academic position, VISA status and future scientific plans regarding Digestive Diseases' research
- 2) Title of pilot project and
- 3) A sentence as to the applicability of the pilot project to the Liver Center. Projects must make use of the Center's facilities.
- 4) Specify if you are applying for the special pilot listed above**

Upon Letter of Intent review by the Executive Committee, applicants will be notified whether they can submit a full grant application.

Friday, March 15, 2019: Deadline for submission of full applications (one electronic copy) emailed to Christine Abu-Hanna by 5:00pm. **This should include all documents listed below.** Due to pilot projects being internally funded, **a *Transum and Office of Sponsored Projects approval/signature is not required.***

Friday, March 22, 2019: Internal reviews of all applications are returned to investigators for revisions.

Friday, April 20, 2019: Receipt of revised application deadline (one electronic copy) emailed to [Christine Abu-Hanna](#) by 5:00pm.

TBD: External Advisory Board meets at Yale to make final decisions on awards. Applicants will be expected to present their pilot project to the Board on this date (approximately 15 minutes).

September 1, 2019: Approved projects will begin funding period.

The general format of the NIH research project applications on fillable individual PHS 398 forms Rev. 1/18 approved through 03/31/2020 must be used to request pilot funding. Please only use forms listed below and submit in the order listed. To download forms, please [click here](#). If using the PDF forms, Adobe Acrobat Professional software is required to save/edit your application on the forms required when submitting your application.

Only the pages listed below are required for this application. Pilot project applications should not exceed the page limits and format below:

A. Form Page 1: Face Page

Complete entire form with the following exceptions:

- | | |
|--|---|
| 2. Number: | Not Applicable |
| Title: | Yale Liver Center Pilot Project Program |
| 6. Date of proposed period of support: | From: 09/01/19 through 08/31/20 |
| 9. Applicant Organization: | Name: Yale University
Address: 150 Munson Street, 3 rd Floor
P.O. Box 208327
New Haven, CT 06520-8327 |
| 11 - 14. | Does not need to be completed |

B. Form Page 2:

Project Summary, Relevance, Project/Performance Sites, Additional Project/Performance Sites, Senior/Key Personnel, Other Significant Contributors, and Human Embryonic Stem Cells

C. Form Page 4:

Detailed Budget for Initial Budget Period:
PLEASE NOTE: no PI's salary is allowed; a salary may only be requested for project support personnel (for example; research/technical assistant). Cannot submit request for funding for travel or publications.

D. Resources Format Page (1-page limit)

E. Specific Aims (½ page limit) on continuation page

F. Background and Significance (1-page limit) on continuation page

G. Preliminary Results (2-page limit) – on continuation pages

H. Research Design and Methods (2-page limit) – on continuation pages

I. Biographical Sketch Format Page, one each for all key personnel - 5-page limit. Instructions [here](#).

J. Other support for all key personnel - on continuation page and follow format used in "[Other Support Format Page](#)".

If you have any questions, please contact Program Manager, Christine Abu-Hanna at 203-785-5610 or [email](#).