

**WHCF Translational Research Partnership**  
**Application Guidelines for New Projects**  
*By Invitation Only*

**Invitation:** Based on the Oversight Committee review of preproposals, selected PI's have been invited to submit full proposals. These individuals have been notified and also sent comments from the Oversight Committee to aid in their application.

**Submission:** Proposals must be submitted via email:  
TO: Andy Branca [abphd@u.washington.edu](mailto:abphd@u.washington.edu)  
CC: Rachael Tanner [rt9@u.washington.edu](mailto:rt9@u.washington.edu)

**Review:** The Oversight Committee will review the proposals and make recommendations on funding priority. Final candidates will be notified in late February 2008 and asked to give a brief presentation in early March 2008. Funding will start on April 1, 2008.

**Application:** **Cover Page Letter:** Title of proposal at the top of the page, followed by the names and titles of the Bioengineering co-PI and the Clinical co-PI. Next, include a single paragraph, addressed to:

Dr. Paul Yager  
Acting Chair, Department Bioengineering  
WH Foege Building, 107  
Box 355061  
University of Washington

The paragraph should summarize the proposal including a request for the total budget for both labs (Direct Costs Only). Finally, the letter should have the signature of the clinical co-PI and the approval/ signature of the clinical division head or department chair.

**Body of Proposal:** This section is not to exceed 5 pages, formatted in 12 pt font with 1 inch margins all the way around. *Remember the Oversight Committee has already vetted your preproposal, so you do not need to provide extensive summaries.* The grant proposal **must** include: (proposals will be rejected if any component is missing)

- Explanation of clinical relevancy of research (e.g., envisioned product, clinical need)
- Expected specific milestones (per quarter) and research plan for achieving them
- Intellectual property status (Record of Invention, patent applications etc), IP landscape and freedom to operate
- Discuss commercialization strategy and business model (out-license vs. start-up)
- Discussion of any issues reported to the PI's following preproposal review

**Appendices:** Budget tables with standard UW expense categories- see below- separately for each co-PI. Also submit, for each co-PI, via email a Biosketch (2 pages) and Current & Pending Other Support. Use either the NIH or NSF format. All of these files are to be emailed to Andy with cc to Rachael

**Filings/Approvals:** It is strongly recommended that UW Record of Invention on the proposed project be submitted to UW TechTransfer by January 31, 2008 and the process to obtain approvals for animal and/or human subjects get started as soon as possible.

**Duration:** Grants will be 12-18 months, depending on initial ramping for tooling, hiring and approvals for animal or human subject use. The research, once up and running should be accomplished within 1 year.

**Budgets:** Funds may be used for salary support of faculty, graduate students and other research staff, but may not be used for general staff or administrative support or for tuition. Operating supplies, minor equipment items, prototyping expenses, imaging time and travel directly associated with the research activity are examples of eligible budget items. Most grants are expected to be approximately \$100,000 direct cost for a one-year period. Indirect costs not to exceed 20% of direct cost will be added.

**COI:** **Conflict of Interest:** Inevitably, conflicts of interest can arise when a PI becomes involved in the formation, launch and growth of a start-up company. Due to financial interest, there is the potential for the research to be improperly conducted or biased. To manage the risk for violation of the WA State Ethics Act, UW has in place a Significant Financial Interest Disclosure Policy- see:

<http://www.washington.edu/research/osp/gim/gim10.html>

Answer the following questions related to your involvement with companies and possible Conflict of Interest.

1. Do you have a financial interest in any company interested in or in the process of licensing the technology from the proposed research?
2. Have you submitted a GIM-10 form to disclose your financial interest in the company?
3. Has a Conflict of Interest Management Plan been implemented to address these issues?
4. Do you receive compensation from any company interested in or in the process of licensing the technology created by the proposed research?
5. Have you requested and received approval for Outside Professional Work for Compensation? (formerly form 1460)?

Submit this file as an email attachment in MS Word or PDF format with the other "Appendices" to Andy with CC to Rachael