

GUIDELINES FOR CONCEPT PROPOSALS FOR CFAR ADMINISTRATIVE SUPPLEMENT IN HIV/AIDS – FY2023

Purpose

The UW/Fred Hutch Center for AIDS Research (CFAR) announces the availability of administrative supplement funding from the NIH CFAR Program for innovative projects that address key gaps in HIV/AIDS and will advance the field. This opportunity should build research capacity and be consistent with the recent NIH HIV/AIDS research Priorities ([NOT-OD-20-018](#)). Proposals are solicited for the following areas of scientific interest:

1. **Formative, intervention, and implementation research to explore delivery of long-acting PrEP in populations who may benefit (up to \$150,000 direct costs/year)**
2. **HIV and co-morbidities: Identification of mechanisms and strategies for optimal care that also reduce disparities (up to \$150,000 direct cost/year)**
3. **Community-led research topic (up to \$150,000 direct costs/year)**
4. **CFAR Diversity, Equity, and Inclusion Pathway Initiative (CDEIPI) (up to \$100,000 direct costs/year)**

More information on the above scientific areas can be found in the full announcement.

Eligibility

- For topics #1-3: Project leaders restricted to early career investigators who have never received an R01-equivalent, P-series or U-series research grants, and established investigators new to HIV. Post-doctoral fellows are eligible to apply if they will assume a faculty position by the time the supplement project and funding begins.
- For topic #3: Development of the research plan should be an equal partnership between the supplement PI and the community member.
- For topic #4: Established investigators can be the project leaders for the CDEIPI topic.

Individuals from underrepresented racial and ethnic groups as well as individuals with disabilities are always encouraged to apply.

Studies that are a continuation of previously funded CFAR supplements or funded NIH applications that do not address new specific aims are not eligible for funding under this announcement. Additionally, a proposed supplement application that is linked to a proposed application not yet funded is not eligible for funding under this announcement.

Studies involving clinical trials are not allowed ([see definition](#)). Contact LTN128@uw.edu to check allowability.

Funding

Supplement awards are for up to one year with maximum funding per application of up to **\$150,000 Direct Costs for topics #1-3 and \$100,000 Direct Costs for topic #4**. Awards will be made as supplements to the UW/Fred Hutch CFAR grant.

Each CFAR is limited to submitting a maximum of two applications for topics #1-3 and one application for topic #4; therefore we are conducting an internal competition to determine which applications will go forward for submission to the NIH.

Concept Proposal Application Process

PLEASE SUBMIT CONCEPT PROPOSALS ELECTRONICALLY IN ONE FILE (MS Word or Adobe PDF) TO LTN128@uw.edu BY 11:59pm PDT, March 13, 2023, including:

- A. **Cover letter** with title of proposed project (maximum of 81 characters), name and contact information of Project Director, and name(s) and contact information of Mentor(s), if applicable. Please also address the following:
- 1) Identify your selected topic from the four areas listed above.
 - 2) Please note whether you will be proposing an international component and specify the location.
 - 3) Include a table listing the key personnel to participate in the proposed project, including the following information: Names, degrees, institutional affiliations, and roles in project.
 - 4) Include a brief description of how you have addressed the purpose of this opportunity and the eligibility requirements described in the announcement.
- B. **Description of proposal** (limit one page, Arial 11 font or equivalent) briefly addressing the following:
- 1) Background and rationale for the proposal
 - 2) Activities to be undertaken
 - 3) Expected outcome of these activities (value-added)
 - 4) Expected follow-up plan upon completion of the project
 - 5) A description of how the supplement and follow-up plan are expected to achieve this outcome
Most importantly, clearly indicate how the proposed research activities are expected to lead to the development of stated goals.
- References cited do not count towards the one page limit.*
Applicants are strongly encouraged to review the review criteria listed in the full announcement.
- C. **NIH-formatted Biosketch** of Project Director.
- D. **Brief description of budget** by cost category (salaries, benefits, supplies, equipment, travel, other services, subcontracts). Be sure that the aims of the proposal can be achieved with the given budget. Refer to the NIH Grants Policy Statement regarding allowable and unallowable costs. Please note that subcontract indirect costs are allowable and do not count towards the direct cost limit. Contact LTN128@uw.edu if you have any budgetary questions.

After selection of the finalists, full proposals (research plan can be in draft form; budget and other business elements must be final) are due by Monday, April 3, and research plan must be final by Tuesday, April 11.