Research and Development Committee
University of Virginia School of Medicine

Information Regarding the Application

Purpose: Funding for small, focused research projects is available through the Research and Development Committee. These awards are specifically targeted to projects that will generate preliminary data to enable investigators to apply for external funding. Awards are typically in the range of $20,000 to $30,000 for one year and are non-renewable.

Process: Requests for proposals occur 2-3 times per year depending on the availability of funding. Following the submission deadline the proposals are reviewed and PIs notified of the outcome of the review. Awards are made by the Research and Development Committee. Funds are targeted to the best science that can most benefit from this particular award in terms of seeking external funding.

Expectations: Within six months of the end of the project period the principal investigator must submit a concise written report to the chair of the R&D Committee outlining project applications that have been submitted as well as any presentations or publications completed as a result of the award.

Comments: Funds cannot be used for the support of travel, faculty salaries, office supplies or office computers.

Instructions for Preparing an Application:

Application materials (Form pages 1, 2 and 3) are found on the SOM research website (http://med.virginia.edu/office-for-research/wp-content/uploads/sites/279/2016/02/R-D-Application1.pdf). Please follow instructions below and provide requested information/materials.

1. Complete Form pages 1-3 of the fillable PDF.

2. Attach a ½ page lay summary of the project (Page 4).

3. Attach the narrative portion of the proposal including: 1) Hypothesis to be tested or the question to be answered; 2) Background; 3) Specific Aim(s); 4) Outline of experimental approach and alternative approaches; 5) Expected outcome; and 6) Details on how the proposed work will lead to the generation of a proposal for external funding and the timeline for this. The narrative should not be more than 3 pages (Pages 5-7) including tables, figures etc. Use 0.5" side margins, 1-inch top/bottom margins and 12 pt font.

4. Attach references cited (no limitation).

5. Attach NIH budget page with justification.

6. Attach NIH Biosketch.

7. Include other attachments such as IRB, IACUC approvals, letters of support etc.

8. Submit as a single PDF to the attention of Dr. Jay Fox, C/O Shawnee Meredith: sam7y@virginia.edu.

Questions: please contact Dr. Jay Fox, Director of Research Infrastructure (jwf8x@virginia.edu)