



ALZHEIMER'S DISEASE CENTER  
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DEPARTMENT OF NEUROLOGY  
SCHOOL OF MEDICINE

DATE: November 8, 2018

TO: PROSPECTIVE APPLICANTS

SUBJECT: UC Davis Alzheimer's Disease Center Pilot Grant Application Instructions

The University of California, Davis Alzheimer's Disease Center (UCD ADC) invites applications for pilot research grants with support from the National Institute on Aging (NIA) Alzheimer's Disease Center for \$32,000 each. This funding is subject to modification contingent on NIH funding. These grants are available to researchers who are interested in studying Alzheimer's disease and related dementias.

Inquiries about the RFA or the UCD ADC should be directed to Charles DeCarli, M.D. at [cdecarli@ucdavis.edu](mailto:cdecarli@ucdavis.edu) or (916) 734-8413, Lee-Way Jin, M.D. at [lwjin@ucdavis.edu](mailto:lwjin@ucdavis.edu) or (916) 703-0392; or Jayne La Grande at [jmlagrande@ucdavis.edu](mailto:jmlagrande@ucdavis.edu) or 916-734-5728.

## REQUEST FOR APPLICATION

### UCD ALZHEIMER'S DISEASE CENTER PILOT RESEARCH FUNDS

#### I. ACTION TIMETABLE

#### DATES

Due date and time for applications	March 4, 2019 at 5:00 p.m. (Pacific Time)
Completion date for evaluation of proposals by the Review Panel	May 1, 2019
Notification of awards	July 2019
Earliest anticipated start date	July 1, 2019

#### II. BACKGROUND

The UCD Alzheimer's Disease Center has been continuously funded by the National Institute on Aging as an Alzheimer's Disease Core Center (ADCC) for 28 years. The Center is designed to support and conduct research on Alzheimer's disease (AD), to serve as a shared research resource that facilitates research in AD and related disorders and distinguishes them from the process of normal brain aging and mild cognitive impairment (MCI), to provide a platform for training, developing novel techniques and methodologies, and translating these research findings into better diagnostic, prevention and treatment strategies.

Pilot applications are being sought for Year 29. Two successful pilot applications will be submitted to the NIA for funding approval with the annual progress report on May 1, 2019. This award brings considerable resources to the community of clinicians and scientists who are interested in studying

Alzheimer's disease and related dementias. The Center is based at the University of California, Davis in the Department of Neurology.

This funding mechanism is intended to give an investigator the opportunity to develop preliminary data sufficient for an application for independent research support. It is designed for postdoctoral (with faculty appointment by 7/1/2019) or junior faculty level investigators, but may be awarded to a more senior investigator who has experience in areas other than AD research, and who wants to work in the AD research field or who wants to try a new hypothesis, method or approach that is not an extension of ongoing AD research. Investigators are eligible only once for this pilot support, unless the additional proposed pilot study constitutes a real departure from his or her ongoing research. Pilot studies are typically limited to a nonrenewable single year of support.

### **III. OBJECTIVES**

The UCD ADC supports research which contributes to an improved understanding of Alzheimer's disease and related disorders. Therefore, applicants are invited to submit research proposals in the area of Alzheimer's disease and related disorders directed toward basic or clinical biomedical, translational, epidemiological, caregiving, educational or behavioral research. These awards are designed as pilot research projects, which are aimed at generating data to support future research applications. Examples of possible pilot projects are:

1. A study based on data in the National Alzheimer's Coordinating Center (NACC) data set to determine the feasibility of conducting larger studies in the future.
2. A study proposed by a new investigator, with an interest in AD research, before the study has developed to the point of being suitable for individual support.
3. Functional, mechanistic, or pre-clinical activities designed to move a basic discovery towards a translational endpoint in the future.

### **IV. RESOURCES**

The UCD ADC provides investigators and research groups with well-characterized patients and control subjects, family information, brain tissue, biological specimens and data. Applications for data, tissue and subject recruitment requests can be submitted to Lee-Way Jin at [lwjin@ucdavis.edu](mailto:lwjin@ucdavis.edu).

Pilot applicants may present their research proposals at ADC Research meetings for feedback prior to submission. Meetings are scheduled for January 17, 24 and 31 between 9 - 11 a.m. in the Ellison ACC, Room 3015B. Please contact Shelly Allocco at [saallocco@ucdavis.edu](mailto:saallocco@ucdavis.edu) or 916-734-6279 to schedule a presentation.

The Center has a strong biostatistical component through its collaboration with investigators from the UC Davis Department of Public Health Sciences. Faculty member Danielle Harvey ([djharvey@ucdavis.edu](mailto:djharvey@ucdavis.edu)) is available to consult with pilot applicants.

Additionally, investigators may submit proposals for analysis of data available from the National Alzheimer's Coordinating Center (<https://www.alz.washington.edu/>). The NACC serves as a repository for data collected at approximately 30 Alzheimer's Disease Centers (ADCs) throughout the U.S. Information about the available data can be found on their website under the investigator/researcher link.

Investigators interested in clinical research may contact Esther Lara at [ellara@ucdavis.edu](mailto:ellara@ucdavis.edu) or 916-734-5223 for assistance in evaluating the feasibility of the study protocol and information concerning IRB applications.

## V. APPLICATION INFORMATION

### A. FUNDING SCOPE AND TIME PERIOD

During Academic Year 2019-2020 the UCD ADC intends to award two grants for Alzheimer's disease-related research, each in the amount of approximately \$32,000 (direct costs) for a one-year period. Indirect costs will be applied at the rate of 26%. The amount may be subject to change depending on availability of NIH funding awarded to the parent grant.

### B. APPLICANT ELIGIBILITY

Investigators of pilot grants must be eligible to hold Principal Investigator status on NIH funded projects at the University of California, Davis or other academic institution in the United States.

Projects may involve multiple investigators, but the maximum award as stated above still applies.

Applicants who have previously received awards from the UCD ADC are not eligible to apply for new research projects. Renewals of existing projects will not be considered.

## VI. APPLICATION REQUIREMENTS

The final application should use the current **PHS 398 form (Rev. 1/2018)**, with a total page limitation on Sections 1 through 4 of the Research Plan of 5 pages. Instructions for using the PHS 398 form should be followed except as specifically noted below. This web site will provide downloadable forms and instructions for the new PHS 398 forms: <http://grants.nih.gov/grants/forms.htm> Attachments, appendices, and exhibits should be used sparingly.

### A. FACE PAGE (NIH 398 fp1)

Fill in completely. The contract period shall be for one year (July 1, 2019 through June 30, 2020). The indirect cost rate is limited to 26% of the direct costs. **Institutional approval is not required.**

### B. PROJECT ABSTRACT (Description and Personnel – NIH 398 fp2)

Provide an abstract or summary of the proposal in compliance with PHS 398.

### C. BUDGET AND BUDGET JUSTIFICATION

1. Prepare a detailed line-item budget for the contract period (not to exceed 12 months) using the NIH format in the PHS 398 instructions and the Detailed Budget for Initial Budget Period.
2. The contract term shall be from July 1, 2019 through June 30, 2020. Requests for no cost extensions may be considered with appropriate justification.
3. Funds may be used for the costs of personnel, equipment, subcontracts/consultants, and general expense.
4. The budget should include effort and personnel costs for the principal investigator.
5. Prepare a brief budget justification explaining the proposed costs.

#### D. BIOGRAPHICAL SKETCH

Include a biographical sketch of all key personnel. Please use the NIH Biographical Sketch form (Rev. 11/16).

#### E. RESOURCES AND ENVIRONMENT

Provide a statement of the resources and facilities of the applicant using PHS 398 forms.

#### F. RESEARCH PLAN

The proposal should contain a narrative limited to the PHS 398 format. Instructions given with this form, including the sections on 1) Specific Aims; 2) Background and Significance; 3) Progress Report/Preliminary Studies; and 4) Research Design and Methods should be followed. Sections 1 through 4 should not exceed 5 pages. PHS 398 instructions for the remainder of the proposal, including section on human and animal subjects, should be followed, as applicable.

#### G. INCLUSION ENROLLMENT REPORT

If the project proposal includes human subjects, the proposal must include the PHS Human Subjects and Clinical Trials Information form.

#### H. LITERATURE

Please limit the literature cited to 2 pages.

#### I. LETTERS OF SUPPORT

At a minimum, the application should include a letter of support from the investigator's Department Chair. Additional letters of support may be included and will be considered in evaluating the application.

### VII. SUBMISSION REQUIREMENTS

- A. Submit a proposal as specified in Section VI guidelines above.
- B. Submit the proposal in PDF format to Jayne La Grande at [jmlagrande@ucdavis.edu](mailto:jmlagrande@ucdavis.edu)
- C. Proposals should include the names and contact information for six reviewers who have expertise in the application's subject matter.
- D. Proposals must be received no later than 5:00 p.m. (PT), March 4, 2019.
- E. Proposals do not require institutional approval from the UCD Office of Research.

### VIII. REVIEW PROCESS

Applications satisfying the conditions in the RFA will be forwarded to the Review Panel, which includes members of the Alzheimer Disease Center Executive Committee. Additionally, external reviewers with expertise in the subject matter of the proposals submitted will be sent applications for external written review.

Each proposal will be evaluated using the following criteria:

1. The purpose of this program is to stimulate research and provide new funding to new investigators in the direction of studies of Alzheimer's disease and related dementia disorders. Thus, factors which will be important include: (a) the likelihood that the proposal will successfully compete

for further funding (b) the quality of data generated by the project which could be used for publication (c) the potential for follow-up studies to be performed if the work is accomplished successfully (d) the investigator's interest and commitment to the field of Alzheimer's disease research and (e) the ability of the investigator to achieve successful outcomes in bringing the project to fruition as documented in the letters of support for the investigators by their department, mentors and peers. Thus, it is very important for the investigator to clearly state where the results of the work will lead, and what sort of subsequent work will be performed on a larger scale project to follow up on the pilot results.

2. The overall scientific merit of the proposal. Applications will be appraised by a panel of three reviewers, selected from the Davis campus or nationally recognized experts with technical expertise in the field of research.

3. The goal of this program is to bring new investigators into the field of Alzheimer's research, not to support well funded existing laboratories already studying Alzheimer's disease. The principal investigator must meet the criteria for a new investigator. For purposes of this application, a new investigator is defined as one who has not previously received federal research support or who has not received support for research related to Alzheimer's disease. The budget should include effort and personnel costs for the principal investigator.

## **VIII. REPORTING REQUIREMENTS**

1. Grantees will be expected to provide the UCD ADC administration with a progress report, due by April 1, 2020, including a description and assessment of the work accomplished as well as subjects enrolled, if appropriate. An Inclusion Enrollment Report is also required indicating gender and ethnicity of those enrolled.

2. Grantees are expected to participate in site visits and conferences as deemed necessary by the UCD ADC for monitoring and evaluating projects.

3. Research utilizing human or animal subjects must be reviewed and approved by the relevant Institutional Review Board committees prior to the project start date. This can be done after the review is completed.