

Request for Proposals: Glen J. Swette Seed Grant Program for Community-Academy Substance Use Research Partnerships, SATRN at ASU

This program aims to encourage new collaborative research projects addressing issues of substance use disorder prevention, treatment, and policy as well as addiction-related processes, conducted by faculty investigators at Arizona's universities and community agency partners. Projects selected for funding will be those that involve an active, hands-on role for both academic and community partners. Each team must include at least one ASU faculty member, who will serve as the PI with respect to seed grant funds management. The projects should be well-designed pilot/preliminary studies with clear milestones that ultimately meet the following expectations:

- Within 24 months of seed grant receipt, a collaborative proposal for funding to extend or continue the project will be submitted to an agency or foundation beyond ASU.
- Projects may be lab or community-based. Highest priority will be given to new projects and partnerships with greatest likelihood of enhancing future collaboration.

Submission Process and Due Dates: Proposal submission includes TWO stages; each should be submitted by email to SATRN Director Michelle "Lani" Shiota at lani.shiota@asu.edu.

- (1) **Letter of Intent:** submissions accepted on the first of every month
- (2) **Full Proposal:** submission accepted any date after invitation is received by applicant

Awards: Individual projects are eligible for up to \$50,000 in total direct costs (there are no indirect costs associated with these grants). However, **we encourage budgets that are as lean as possible to complete the project.** Project quality and expense will both be considered in funding decisions, and funding may be contingent on required budget adjustments. Most previously approved projects have been funded for \$25K - \$35K in direct costs. Funding will be routed through a local gift account to the ASU PI. The project duration is one year.

Eligibility: Each team must include: (i) at least one ASU faculty member, who will serve as the PI for financial purposes; and (ii) at least one PI representing an Arizona community agency. Additional university and community investigators may be included at the team's discretion. Community agencies interested in pursuing a seed grant but lacking an ASU collaborator are encouraged to contact the SATRN Director (lani.shiota@asu.edu), who may be able to assist in finding a partner for the project.

Only one full proposal per research team will be reviewed, and each individual PI is eligible for only one award. PIs who received an award during the previous application cycle are not eligible to serve as PIs of applications in this cycle, but may be involved as Co-Is. A team or PI may submit up to two letters of intent; the SATRN Steering Committee can advise on which to submit as a full proposal. Teams who submitted applications that were not funded in the prior cycle are welcome to submit a revised application at this time. SATRN Steering Committee members are not eligible to serve as PIs, but may serve as Co-Investigators.

Cost Items Supported: Cost items that may be included in the budget are as follows:

- Costs directly associated with data collection and analysis (e.g., participant fees, materials and supplies, data processing costs, software)
- Salary plus any required tuition remission and benefits for graduate students, undergraduate hourly RAs, research faculty and/or community partner personnel time.
- Publication costs, if required by the intended journal

****Tenure-line faculty compensation, capital equipment costs, and travel costs (e.g. for scientific meetings) are NOT supported through this mechanism.****

Submission Details:

Letters of Intent: One-page single-spaced letters of intent should summarize project aims, methods, team member roles, plan for pursuing follow-up funding, and preliminary budget (direct costs). We may inform teams that their application is not likely to be competitive based upon the letter of intent (e.g., eligibility criteria not met; research aims not clear); in this event the team may opt to revise the project accordingly, or decide not to submit a full proposal. We anticipate that most if not all letters of intent will lead to full proposal.

Full Proposals: ASU PIs are encouraged to notify their unit's business/research advancement office prior to full proposal submission to determine the appropriate contacts for managing gift accounts. ASU Knowledge Enterprise review is NOT required prior to submission.

The main body of the proposal must not exceed five (5) single-spaced pages, with 12-point Arial or Times New Roman font and 1" margins. The main body should include:

- Title
- List of investigators and their respective institutional/organizational affiliations, clearly identifying a single PI from each institution and agency
- Project Aims
- Background and Significance
- Methods and Analysis Plan
- Plan to apply for future extramural funding, including likely agencies/foundations
- Timeline and Milestones
- Budget Justification
- Human subjects' involvement, risks and protections; and/or IACUC information for projects involving non-human animals, including species, procedures, and USDA category of pain/distress (C, D, or E). ***Please note that if awarded, accounts will not be set up until IRB and/or IACUC approval is obtained and documented.***

Appendices (not included in the five-page limit):

- References (12 max)
- Completed budget form (use attached template)

- Biosketch or resumé for each team member. For faculty this may be an NIH or NSF-format biosketch; a resumé is appropriate for community agency partners.

Evaluation: Proposals will be evaluated by a team of SATRN Steering Committee members and consultants. Outside reviews will be solicited as needed to supplement review team expertise. Proposals will be prioritized based on project potential for translational significance in regard to substance use disorder and related issues, innovation, validity of the proposed methodology, extent of collaborative effort between university and community partners, budget efficiency, and likelihood that the project, if successful, will lead to a competitive application for future external support. Awards will be announced in late March 2022.

Reporting Requirements:

- A progress report is required 12 months following award and should provide an overview of progress against proposed milestones, as well as highlighting progress toward pursuit of external funding. A reporting template will be provided by SATRN.
- A final written report, including one copy of a proposal submitted to an external funding source, must be submitted to SATRN within 24 months of award receipt.

Investigator Questions: For questions regarding this RFP, or for assistance in identifying a potential collaborator, please contact:

Michelle (Lani) Shiota, Ph.D.
Associate Professor, Department of Psychology
Director, SATRN
Arizona State University
lanishiota@asu.edu

**2022 Glen J. Swette Seed Grant Program for
Community-Academy Research Partnerships, SATRN at ASU**

Detailed Budget Template

Personnel						
Name	Role	Effort (months)	Base Salary	Requested Salary	Fringe Benefits (not tuition)	Total Dollars
Subtotals						
Materials and Supplies (itemize)						Subtotal
Participant Fees						Subtotal
Tuition Remission and Fees (as required for graduate students only)						Subtotal
Other Expenses (itemize by category)						Subtotal
Total Requested Direct Costs (maximum \$50,000)						

*Please round all items to the nearest whole dollar