The Gill Heart Institute Research Fund aims to provide financial support for clinical and translational research projects. Funds are available to help defray the cost of research expenses, equipment and supplies. The award guidelines are as follows:

- The award applicant must be affiliated with the Gill Heart Institute, i.e. a faculty member or fellow from the divisions of cardiovascular medicine, cardiothoracic surgery, vascular surgery, or a core CV research center member must be investigator, co-investigator or mentor, if the applicant is a non-fellow trainee. Applications will be accepted from faculty, fellows, residents, students or staff. Faculty with active start-up accounts or who are receiving bridge funding is not eligible to apply. Investigators can submit multiple applications; however, only one application per individual will be funded each cycle.

- Applications for travel costs only will not be considered through this funding mechanism.

- The duration of the award is one year from the date of activation. Multi-year awards will not be considered unless there are demonstrably extraordinary circumstances.

- Awardees must agree to reference the Gill Heart Institute in all publications/presentations emanating from the research supported by the award. In addition, awardees will be expected to present their findings at the Annual Gill Research Day.

- Maximum Funding Amount is $10,000. Partial funding support may be requested.

- Individual principal investigators may not receive support from more than one award at any given time.

**Application Timeline**

*Regular Application due dates are February 1 and August 1.* Please see due dates for specific RFA's if applicable. Proposals will be reviewed within approximately one month. Applications not selected for funding may be resubmitted for either of the other two deadlines.

**Allowable costs**

- Funds must be used to directly fulfil the study objectives of the proposed research and may be used to cover direct supplies, subject compensation, biological assays, equipment, etc.

- Partial funds may be used to cover domestic travel expenses to present the research findings at meetings or similar academic platforms.

- Funding requests for equipment must include all costs related to disposable items and hazardous waste charges associated with the requested item(s). Equipment must have
a primary research purpose and not be used solely for clinical operations. Requests for computer equipment or software will not be considered.

**Unallowable costs.**

- Institutional Facilities and Administrative (F&A)/indirect costs are not permitted.
- Funds may not be used for general operating expenses, tuition, personnel costs, administrative support or items currently allocated within an operating budget.
- Funds may not be used solely for travel expenses.

**Proposal Instructions**

- **Applicants are encouraged to use the proposal template provided**
- Page margins must be set to 0.5 inches on all sides.
- Use Arial, Helvetica, Palatino Linotype, or Georgia typeface, black font size 11 including symbols and special characters.
- Type density, including characters and spaces, must be 15 characters per inch. Type may be no more than six lines per inch.
- EACH page of the proposal must include the applicant's name in the upper right hand corner. The pages of the proposal must be numbered consecutively in the center bottom.

**APPLICATIONS SHOULD BE ASSEMBLED IN THE FOLLOWING ORDER**

I. **Cover Page**

1. Title of the Project
2. Applicant’s information for Principal Investigators and Co-Investigators:
   - Name
   - Degree(s)
   - Rank, Title (s)
   - College
   - Department /Division
   - Contact Information including e-mail and telephone number

3. Mentor’s information (Applicable only for trainees – fellows, residents, students): Name, Degree(s) and Rank, and Contact Information

4. Co-Investigator’s information (Applicable only for individuals not affiliated with the Gill Heart Institute): Name, Degree(s) and Rank, and Contact Information

5. Requested Funding amount
II. **Detailed budget and budget justification**

Allowable requests include:

- Equipment (must be specifically identified with the project and required to fulfill the scientific objectives)
- Data analysis costs (excluding software)
- Participant compensation/recruitment costs
- Project specific specimen collection/analysis or testing
- Chemistry and biological lab supplies
- Animal purchase and housing costs
- Domestic travel expenses

NO INDIRECT COSTS ARE ALLOWED THROUGH THIS MECHANISM.

III. **Body of the proposal: (limited to 6 pages)**

The format of the application will follow NIH guidelines as outlined below.

**Specific Aims (limited to 1 page)**

Concisely state the goals of the study and summarize the expected outcome(s), including the impact the proposed research. LIST the specific objectives of the research proposed, e.g., to test a stated hypothesis, create a novel design, solve a specific problem, challenge an existing paradigm or clinical practice, address a critical barrier to progress in the field, or develop new technology.

**Research Strategy**

Organize the Research Strategy according to the instructions below. Start each section with the appropriate section heading—Significance, Innovation, Approach. Cite published experimental details in the Research Strategy section and provide the full reference in the Bibliography section. Given the length of the application, investigators should strive to provide a relevant, although not exhaustive bibliographic review

(a) **Significance**

- Explain the importance of the issue that the research project aims to address.
- Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.
- Describe how the projected outcomes will alter current concepts, methods, technologies, treatments, services, or preventative interventions in the field.

(b) **Innovation**

- Explain how the application challenges and seeks to shift current research or clinical practice paradigms.
- Describe any novel theoretical concepts, approaches or methodologies, instrumentation or intervention(s) to be developed or used, and any advantage over existing methodologies, instrumentation or intervention(s).
- Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation or interventions.
(c) Approach

- **Preliminary Studies.** Include information on Preliminary Studies. Discuss the PI’s preliminary studies, data, and/or experience pertinent to this application. Preliminary data can be an essential part of a research grant application and help to establish the likelihood of success of the proposed project.

- Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. Describe how the data will be collected, analyzed, and interpreted as well as any resource sharing plans as appropriate.

- Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the aims.

- If the project is in the early stages of development, describe any strategy to establish feasibility, and address the management of any high risk aspects of the proposed work.

- If the project involves multiple investigators, clearly describe how each partner will be engaged in the development and/or implementation of the pilot study.

IV. **APPENDIX:**

- References should be formatted as follows:

  *Authors, title, journal name, year, volume, page numbers.* *(Style: New England J. Medicine).* Include only the most relevant citations. References should be limited to 2-3 pages.

- Include IRB and IACUC approval information (if applicable).

PROPOSAL SUBMISSION

The application should be combined into a single PDF document comprising the cover page, budget, budget justification, body of the proposal (6 page limit), references and use of human subjects/animal approval information.

Name the file: “Gill Research Fund CTCS_LAST NAME”

Upload the proposal, along with the applicant and co-investigator/mentor biosketch or CV. NIH-style biosketches are acceptable. All biosketches/CV’s should be combined and uploaded as a single PDF.

Applications must be submitted online at:  
https://internalmedicine.med.uky.edu/gill-research-fund-clinical-and-translational-cardiovascular-science

Applications are due at midnight on the deadline date.

REVIEW PROCESS & CRITERIA:

All applications will be scored based upon the written reviews, and the overall relevance to the long term goals of the Gill Heart Institute. You will be notified of the outcome by email.

The general criteria for review include:

- **Clinical Significance** Is the study relevant to cardiovascular health and the health of Kentucky citizens?
<table>
<thead>
<tr>
<th><strong>Innovation</strong></th>
<th>Are the aims original and concepts novel? Are novel methodologies proposed?</th>
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<tbody>
<tr>
<td><strong>Approach</strong></td>
<td>Are the specific aims adequately designed to test the hypotheses? Are statistical considerations appropriate? Is the risk/benefit ratio acceptable?</td>
</tr>
<tr>
<td><strong>Feasibility</strong></td>
<td>Is the study feasible from the perspective of recruitment and availability of resources?</td>
</tr>
<tr>
<td><strong>Potential</strong></td>
<td>Will the pilot study generate new knowledge that can be published? Will completion of the study lead to external funding or development of a novel or translational methodology? Is there commercial potential?</td>
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**AWARDEE RESPONSIBILITIES:**
Successful applicants will be required to provide semi-annual progress reports and a final written report describing project accomplishments. The final report must be submitted **within 60 days** of the project end date.

**RELEASE OF FUNDS:**
Funding for successful applicants will be released upon receipt of IRB/IACUC approval, if applicable.
If required IRB/IACUC approval is not provided within a period of 90 days after the announcement of the award, **THE FUNDS WILL BE SUBJECT TO CANCELLATION.**