

Office of Research Intramural Grant Funding Opportunities:

Bridging Award

Application and Submission Information

It is important that the applicant follow the required format and guidelines for proposal preparation. Well-written, concise proposals that clearly describe the research are more likely to receive favorable consideration. Every request submitted to the Bridge funding program must include a letter of support from the applicant's Department Chair or Division Chief. Proposals without this document will not be considered.

Application Materials and Instructions and Format

The final application should include the following items:

1. Intramural Funding Application Form Cover Page (at the bottom of these instructions). (1 page)
 - Both the applicant and the Department Chairperson must sign the application. Signature acknowledges acceptance of the rules and requirements for proposal submission.
2. Abstract (250 words describing the proposed research)
3. Intramural Research Budget Form page (at the bottom of these instructions)
4. Intramural Budget Justification Form page (at the bottom of these instructions).
 - Faculty salaries are not an allowable grant expense
 - Student stipends and/ or tuition costs are an allowable expense
 - Consultant costs cannot exceed 10% of the total budget
 - Sub-awards/Consortium/Contractual costs are not allowed
 - Budgets must include a justification that is of sufficient detail for each category/item for which support is requested. Budgets must include a justification that is of sufficient detail for each category/item for which support is requested. Travel costs for presentation of the research at a scientific meeting will be capped at \$2,500. Clearly stated and well justified travel costs for clinical/community research may be exempt from the cap.
 - Equipment purchase or lease is not an allowable expense.
5. NIH Biographical Sketches for all faculty involved with the project (5-page maximum)
 - List all active and past (5 years) extramural research awards
 - List all active and past (5 years) institutional/intramural grant awards
6. Specific Aims section submitted to the funding agency
7. A copy of the review (e.g., NIH summary statement) from the funding agency
8. A detailed plan for addressing the reviewers' comments. This would normally include the intended written reply (e.g., the Introduction to a Revised Application to NIH), as well as a detailed research plan for additional experimental work necessary to address the reviewers' comments (2-page maximum)
 - Use at least one-half inch margins (top, bottom, left, and right) for all pages. For font, use an Arial typeface, black color, and a font size of 11 points or larger.
9. Department Chair's letter of support

To submit an application, complete the online Intramural Submission Form and upload a PDF copy of the full application which must include the following:

- 1. Application cover page with signatures of both, the applicant and the Department/ Division Chair**
- 2. Budget request form**

3. Budget justification page

4. A PDF of all the required documents from the list above

Applicants are required to combine all documents in to a single PDF before the upload with the exception of the cover page which may be uploaded as a separate file.

For questions, please contact:

Telephone: 501-320-7040

Review Criteria and Process for Prioritization for Funding

Proposals will be reviewed by the at least 2 members of the COM Research Council. Funding priorities for this program will reflect past success of the PI, and the likelihood of continued funding. Thus, programs that have been repeatedly successful in renewing funding in the past, or that appear likely to be funded based on the current agency review, will receive the highest priority. Final funding decisions will be made by the Executive Associate Dean for Research based on the recommendations of the Research Council. The number of awards made each year will depend on the available funding.

Reporting Requirements

Upon accepting any COM intramural award, the awardee agrees to the following reporting requirements:

- Provide a final report within three months of the conclusion of the project period. Include in that report, a summary of the outcome/progress of the research proposed in the grant, and a list of manuscripts and grant proposals (submitted, published, funded, etc.).
- Acknowledge the funding source in all publications and presentations related to the funded work
- Submit an annual update for the 2 years following the closure of your funded project listing publications and grants (submitted and/or received) associated with the funded work.

Click to download:

1. Intramural Awards Cover Page
2. Budget Request Form
3. Budget Justification Form