ITHS | Institute of Translational Health Sciences
Accelerating Research. Improving Health.

EARLY INVESTIGATOR VOUCHER AWARDS - SUPPORTING RESEARCH EFFORTS OF JUNIOR INVESTIGATORS.

The ITHS is offering Voucher Awards as "in-kind" service vouchers in support of outstanding translational research. Our goal is to provide translational research studies with critical support needed for a project. Most facilities/resources that provide services on a fee-for service basis are eligible for participation in this program (see table below). These services are tailored to meet the specific needs of each investigator and can include assistance with biostatistics, bioethics, research coordination, data and safety monitoring, regulatory monitoring, biomedical informatics, or clinical support. Research involving human subjects or animals must have their IRB and/or IACUC protocols approved or have proof of exemption in order to be eligible for this award.

KEY DATES

Submission Deadlines	July 1, 2017 October 1, 2017 January 1, 2018 April 1, 2018

FOCUS OF RFA

In your proposal, please describe

- which service voucher you are requesting from the table below,
- how this service voucher would assist your project,
- how this work will address a critical transition anywhere along the translational path from basic laboratory research to a disseminated diagnostic or therapeutic use, and
- how this voucher is a timely opportunity that will help you achieve a research goal that might otherwise not be possible.

ELIGIBLE INVESTIGATORS

Early Stage Investigators at ITHS Partner Institutions, including the University of Washington, Fred Hutch Cancer Research Center, Seattle Children's Research Institute, and other academic institutions affiliated with the University of Washington through the ITHS in the WWAMI (Washington, Wyoming, Alaska, Montana, Idaho) region and who meet NIH's definition of an Early Stage Investigator are eligible to apply for this Voucher Award. Post-doctoral Associates, Fellows, Research Scientists are also eligible to apply. Applications are limited to one per investigator.

All Investigators must be ITHS Members to apply. Membership is free. To become a member, please complete the **ITHS Membership Form**.

A. Application

The application must be submitted through the ITHS website:
https://www.iths.org/investigators/funding-opportunities/iths-early-investigator-voucher-awards/.

Applications will follow National Institutes of Health (NIH) formatting guidelines (**see FAQ**) and include:

1. **Cover Page**
2. Project Title and Abstract (250 word maximum)
3. 2-page Research Plan
4. **Budget and Budget Justification**
5. **NIH formatted Biosketch** for all investigators (senior/key personnel)

B.   Required Application Templates

The following forms must be used to complete the application and can be downloaded from the website:

1. Cover Page
2. Budget and Budget Justification
3. NIH formatted Biosketch

C. Timeline

Service voucher grants will be awarded on a quarterly basis from a set amount of funding per quarter. Applications will remain open year round but submissions will close for consideration by 5 pm Pacific Daylight Time for that quarter on submission deadline days. Applications will be reviewed and awardees notified within 2 weeks of the submission deadline. Vouchers will expire within 6 months of award notification.

ITHS OFFERS A VARIETY OF SERVICES TO SUPPORT THE WORK OF RESEARCHERS, INCLUDING:

BIOSTATISTICS	Grant Preparation / Study Design Choosing Statistical Methods Sample Size Determination Randomization & Blinding Data Analysis, including Secondary Data Analysis Multicenter Study Coordination Data Monitoring Plans Analytic Dataset Preparation Manuscript Collaboration	**Voucher for services up to: $2,000.**
BIOETHICS	In-Depth Conversation & Analysis Related to Development, Implementation, or Scrutiny of Clinical & Translational Research	**Voucher for services up to: $1,000.**
RESEARCH COORDINATION	Human Subjects Protection Regulatory Document Organization & Monitoring Protocol Development & Budgeting IRB Application & Compliance Support Study Implementation Interviewing Services Research Nurse Staff Training Lost-To-Follow-Up Tracking Service	**Voucher for services up to: $1,000.**
DATA AND SAFETY MONITORING	Ensure Continuing Participant Safety Evaluate Continued Validity & Scientific Merit of a Trial Assure Protocol Compliance & Data Accuracy	**Voucher for services up to: $2,000.**
REGULATORY MONITORING	Auditing Services Quality Assurance Monitoring Services	**Voucher for services up to: $1,000.**
BIOMEDICAL INFORMATICS	Accessing Electronic Medical Record (EMR) Data Biospecimen Acquisition and Management Tools Computing and IT Support Study Data Management Tools	**Voucher for services up to: $1,000.**
ADULT CLINICAL RESEARCH CENTER	Immunotherapy Studies High-Volume and/or Serial, Closely-Spaced Blood Draws Pharmacokinetic Studies	**Voucher for services up to: $3,000.**

If you need help selecting services, our Research Navigator can help:
https://www.iths.org/about/contact/ask-the-research-navigator

For more details on these services, visit: **https://www.iths.org**

Do figures and references count toward the 2-page Research Plan limit?
Figures DO count toward the 2-page limit but references can be in addition to the 2-page Research Plan.

Are there any formatting requirements?
Applications will follow National Institutes of Health (NIH) formatting guidelines (https://grants.nih.gov/grants/how-to-apply-application-guide/format-and-write/format-attachments.htm), including the following:
Font (size, color, type density) and Line Spacing:
- Font size: must be 11 points or larger (smaller text in figures, graphs, diagrams and charts is acceptable as long as it is legible when the page is viewed at 100%).
- Type density: must be no more than 15 characters per linear inch (including characters and spaces)
- Line spacing: must be no more than six lines per vertical inch.
- Text color: must be black (color text in figures, graphs, diagrams, charts, tables, footnotes and headings is acceptable).
- We recommended the following fonts, although other fonts (both serif and non-serif) are acceptable if they meet the above requirements:
  - Arial
  - Garamond
  - Georgia
  - Helvetica
  - Palatino Linotype
  - Times New Roman
  - Verdana

Citations:
- We do not require a specific citation format.

Paper Size and Margins:
- Use paper size no larger than standard letter paper size (8 ½" x 11").
- Provide at least one-half inch margins (top, bottom, left, and right) for all pages. No applicant-supplied information can appear in the margins.

University of Washington specific question: **Does this award have to go through the Office of Sponsored Programs (OSP)? Is an eGC1 required?**
No, this is an internal grant and does not need to be routed through OSP and does not require an eGC1.

Are supplemental documents allowed?
No, supplemental documents are not allowed.

I have previously been awarded funds by the ITHS. Am I still eligible to receive this award?
Yes, previous ITHS awardees are eligible to receive additional funding.

Can vouchers be dispersed prior to IRB/IACUC approval to aid the application process?
No, vouchers cannot be awarded until IRB/IACUC approval is confirmed.

For information regarding this pilot program, contact:

ADAM S. DAVIDSON, PhD, MBA
Manager of Program Operations
Institute of Translational Health Sciences
850 Republican Street, Box 358051, Seattle, WA 98109
206.616.3596 / fax 206.616.9250
adamdav@uw.edu / www.iths.org