

California HIV/AIDS Research Program

Call for Applications 2022

Potential Applicant Webinar
April 21, 2022

Presenters:

CHRP Program Officers
RGPO C&G Representative

– Tyler Martz & Lisa Loeb Stanga
– Nancy Chamberlain



CALIFORNIA HIV/AIDS
RESEARCH PROGRAM

Webinar Agenda

- Overview of funding opportunities
- Walk through the application system SmartSimple
- Questions from potential applicants



CHRP's Strategic Directions

- Addresses unmet needs for HIV research by prioritizing areas that are **missed by other major funders**.
- Supports **implementation science** designed to generate actionable knowledge that, **when taken to scale**, offers effective and cost-effective approaches for stemming new infections and averting HIV-associated morbidity and mortality.
- Funds research that explains and mitigates **social determinants** associated both with **inequitable access** to prevention and treatment services and **disparate health outcomes**.
- Adopts a **syndemics approach** to health and disease that addresses common HIV-co-morbidities (e.g., Hepatitis C, other STIs, Mental Health and Substance Use Disorders).



Youth Mental & Sexual Health Call

Requirements:

- Centered around LGBTQ+ youth, 26 years of age and younger, who live in California
- Focused on mental health **and** sexual health
- Must include HIV-specific outcome measures
- Development of novel, untested technology applications will not be considered eligible (refinement of existing tech okay)
- Must outline sustainability plans following the end of the research period



Youth Mental & Sexual Health Call

LOI Requirements:

- Proposal title (100 characters or less)
- Estimated budget amount and requested award term
- A scientific abstract summarizing the proposed research (2400 characters max)
- Specific aims of the research (2400 characters max)
- Selection of relevant CHRP Research Priority Areas, Focus Area, and Subject Area
- Applicant Electronic Signature and Date



Youth Mental & Sexual Health Call

Budget

- Available funding: up to \$3.15 million
- Award budgets: \$200,000 (direct costs) per year for up to 3 years

Review Criteria

- Research Methods and Dissemination (50%)
- Impact (30%)
- Expertise, Collaboration, and Capacity (20%)



Community-Centered Research Collaboratives to Address Local HIV-Related Syndemics

[slide 1/5]

Requirements

- **Community at the Center**
 - Focus on a single, well-defined community of interest to serve (microepidemic population)
 - Centered from the planning stage
- **Partnerships:** one partner from each of the three categories
 - 1) **Academic** institution with academic-affiliated ***Applicant PI***
 - 2) **Community-based** non-profit that serves the centered community with **community *Co-PI***
 - 3) **Governmental** partner that serves a portion of the centered community: ideally DPH, can also be school district, justice or carceral system, community pharmacy, or other (Co-PI ok, not req'd)
- **Evidence-Based Research Agendas/Projects**
 - No new interventions – implementation only
 - Name at least one HIV-related primary outcome; other syndemic outcome(s) optional (interv. effect not req'd)



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Community Collaboratives

[slide 2/5]

Budget

- Available funding: up to \$7.3 million
- \$1,400,000 in direct costs over four years (\$350k/a)

Review Criteria

- Community, Partnerships, and Collaboration (30%)
- HIV Microepidemic Populations and HIV-related Syndemic Outcomes (20%)
- Approach: Design, Conceptual Framework, and Analysis (50%)



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Community Collaboratives: What's in the LOI?

[slide 3/5]

- ❑ Project Title (100 characters)
- ❑ Project Duration (up to four years), Start Date (enter Feb 01, 2023) and End Date
- ❑ Referral Source(s)
- ❑ **Applicant Profile** for Applicant PI (update your “My Profile” entries; ORCID ID is recommend; demographic data provided here will not be shared with ~~staff or~~ reviewers, but will be used to track the Program’s ability to reach highly affected communities with our work)
- ❑ **LOI Scientific Abstract** (limit 2,400 characters)
- ❑ **LOI Specific Aims** (limit 2,400 characters)
- ❑ **Title of Your Collaborative Center** (limit 1,300 characters)
- ❑ **Project Leadership Plan** (limit 1,300 characters)
- ❑ Total Amount of Funding Requested per Project Year (direct costs only)
- ❑ Suggested Reviewers (optional)
- ❑ CHRP Research Priority Area; Research Type and Sub-Type; Subject Area; Focus Area (see LOI instructions for response options)
- ❑ Applicant Electronic Signature and Date.



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Community Collaboratives: LOI Tips

[slide 4/5]

- **LOI Scientific Abstract** (limit 2,400 characters) – Community, Partnerships, and Collaboration
 - Intro
 - Background
 - Community at the Center
 - Partnerships
- **LOI Specific Aims** (limit 2,400 characters) – Microepidemic Population, Syndemic Outcomes, Research
 - Justification for microepidemic population
 - Justification for potential HIV-specific outcomes, and any potential HIV-syndemic related outcomes
 - Potential interventions / aspects of potential research plan
- **Title of Your Collaborative Center** (limit 1,300 characters)
 - 1,300 characters is too long: but use the extra space any way that serves you
- **Project Leadership Plan** (limit 1,300 characters)
 - See NIH examples (<https://www.niaid.nih.gov/grants-contracts/create-strong-multiple-pi-leadership-plan>)

Community Collaboratives: LOI Tips con't

[slide 5/5]

1. Is the LOI competitive? No!

- Reviewed to ensure administrative eligibility, and general responsiveness to intent of the funding initiative

2. I'm meant to include the community from the beginning, how do I do that and still propose intervention(s) and outcome(s)?

- Describe your process to get there with the community, and propose non-binding examples of interventions and outcomes that may be appropriate per the known HIV prevention and care needs of the microepidemic population

3. Are the “other syndemic outcomes” limited to STI and HepC? No!

- You know your community's syndemics; talk to us.

4. Can I apply to both Calls? Yes! (>1 LOI ok too)

5. What else should I know?

- Check our webpage: for transparency, as questions are raised to us we will post our responses on the website; also slides

Key Dates & Timeline

- May 19, 2022: **Letters of Intent Due**
- July 21, 2022: Full Applications Due
- November 2022: Notification of Peer Review Outcome
- February 1, 2023: Award Start Date



Accessing SmartSimple

Login to SmartSimple: <https://ucop.smartsimple.com/>

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Returning users login here

Welcome to Research Grants Program Office | UCOP

The Research Grants Program Office (RGPO) oversees a broad grantmaking portfolio of over \$100 million a year to support research that is critical to California, the nation and the world. RGPO programs enhance University of California's research capacity and excellence, which helps attract top faculty, graduate students, government funding and companies to our state.

The SmartSimple Grants Management System is now accepting letters of intent (LOIs) and applications for the Tobacco-Related Disease Research Program (TRDRP). For information regarding the 2019 call for applications, please visit TRDRP's website at www.trdrp.org

Principal Investigator Registration

First-time users register here

Login to SmartSimple

Email:

Password:

Login

[Forgot Password?](#)

[Privacy & Security](#)

Register Here

Creating an Account on SmartSimple

<https://ucop.smartsimple.com>

Enter your institution and complete your applicant contact information.

If you receive a message that an account with your email address already exists, return to the main login page and click **“Forgot Password.”**

Institution Information

Instructions
Please start typing the name of your institution. A dropdown list will appear, in order to select your institution. If the name does not exist, [search the IRS database](#).

* **Institution Name**

Contact Information

* **Email**

* **First Name**

* **Last Name**

* **Address**

* **City**

* **Country**

United States


* **State / Province**

— Select One —

* **Zip / Postal Code**

* **Telephone Number**

☐ I'm not a robot


reCAPTCHA
[Privacy](#) · [Terms](#)

Preparing and Submitting an LOI

The screenshot shows the 'Available Funding Opportunities' page on the University of California website. The header includes the university logo and navigation links: Home, Available Funding Opportunities, Historical Applications, and Open Calls. A red box with an arrow points to the 'Available Funding Opportunities' link, with the text '1. Click on available funding opportunities'. Below the header, a heading 'Available Funding Opportunities' is followed by a paragraph: 'List of available funding opportunities below includes both open and upcoming opportunities. All times are in military time and in the Pacific Time Zone.' A search bar contains the text 'chrp'. Below the search bar is a table with the following columns: #, Name, Description, Policies and Guidelines, LOI Deadline, Full Application Deadline, and buttons for 'Info' and 'Apply'. The first row of the table is for 'CHRP Implementation Science'. A red box with an arrow points to the 'Apply' button in this row, with the text '2. Locate the row of the award type for which you'd like to apply and click "Apply".'

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Home Available Funding Opportunities Historical Applications Open Calls

Available Funding Opportunities

List of available funding opportunities below includes both open and upcoming opportunities. All times are in military time and in the Pacific Time Zone.

chrp 1-2 of 2

#	Name	Description	Policies and Guidelines	LOI Deadline	Full Application Deadline	
1	CHRP Implementation Science	Award focuses on an implementation science approach, pulling from the substantial evidence base on effective strategies to improve the prevention, diagnosis, and treatment of HIV, to generate knowledge about how these strategies can be sustained and scaled for sustained impact on the HIV	Implementation Science 2020 Call for Applications.pdf	05/20/2020 12:00:00	07/22/2020 12:00:00	<button>Info</button> <button>Apply</button>

1. Click on the “**Available Funding Opportunities**” tab in the upper right corner.
2. Find the row that corresponds to the award you’re interested in and click “**Apply**.”

LOI Submission Steps

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Privacy & Security Jane Doe

Opportunities Historical Applications

3 of 12

Main

Notes

Invite Personnel

Download instructions

Templates and Instructions:

[IR_Application_Instructions.pdf](#)
1,919 KB - 07/18/2018 6:31pm

Preview

TITLE PAGE APPLICANT / PRINCIPAL INVESTIGATOR PROJECT INFORMATION BUDGET SIGNATURE PAGE

Application ID: T29IR0259

* Project Title: Please enter the project title here
100 characters left

* Project Duration (year): -- Select One --

* Project Start Date: mm/dd/yyyy

* Project End Date: mm/dd/yyyy

Save Draft Submit LOI Withdraw

Click the section headings to access and complete each section of the LOI.

Click "Submit LOI" to submit the LOI.

From Approved LOI to Invited Application

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Home Available Funding Opportunities Historical Applications

My Applications

1 In Progress Applications

0 Submitted / Under Review Applications

0 Awarded Applications

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Privacy & Security Jane Doe

Home Available Funding Opportunities Historical Applications

In Progress Applications

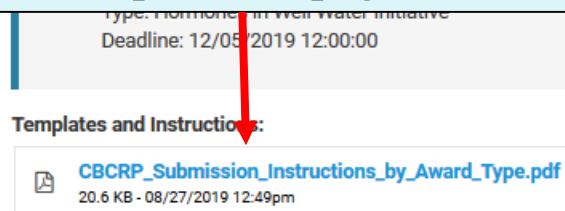
RFA	Application ID	Project Title	Type	PI Name	My Role	LOI Deadline Date	FA Deadline Date	Status
1	T29IR0228	STOY Test 2	High Impact Research Project	Jane Doe	Principal Investigator	08/16/2018	09/27/2018	Invited to Full Application

Open


1. Click on “In Progress Applications.”
2. Locate the row for your submitted **CHRP LOI**. Confirm approval of your LOI under the “**Status**” Column. Click “**Open**” to begin full application and access instructions and templates.

Application Submission

Instructions can always be downloaded at the top of each page.



Complete each section of the application.
("Save Draft" frequently to save entered information; review & edit as needed.)

 Preview

TITLE PAGE | APPLICANT / PRINCIPAL INVESTIGATOR | PROJECT INFORMATION | PROJECT CONTACTS | BUDGET | ASSURANCES | DOCUMENTATION | SIGNATURE PAGE

Application ID: B26PW1210

* Project Title: RGPOTest - CBCRP Water ST0Y1

72 characters left

* Project Duration (year):

* Pr


When finished, click "Submit to Signing Official."

* P

Download templates and upload required attachments in the Documentation section.

NEXT >

Save Draft

 Withdraw

☒ Submit to Signing Official

Full Application: Inviting Personnel

The screenshot displays a web application interface for a grant application. On the left is a dark blue sidebar with three menu items: 'Main' (with a house icon), 'Notes' (with a document icon), and 'Invite Personnel' (with a list icon). The 'Invite Personnel' option is highlighted with a red arrow pointing to it from a red-bordered callout box. The callout box contains the text: '1. In the Full Application, click on "Invite Personnel" in the left sidebar.' The main content area has a header with 'C21CR1535 RGPOTe' and an information icon. Below the header is a section titled 'Call for Application Detail' with the following text: 'Name: RGPOTest CRCC O', 'Type: Faculty Seed Grants', and 'Deadline: 04/02/2020 12:00:00'. Below this is a section titled 'Templates and Instructions:' containing a file named '2020CRCC-LOInstrux-20181212.pdf' with a size of '240.2 KB' and a date of '10/29/2019 2:30pm'. A 'Preview' button is located below the file. At the bottom, there is a navigation bar with the following tabs: 'TITLE PAGE' (selected), 'APPLICANT / PRINCIPAL INVESTIGATOR', 'PROJECT INFORMATION', 'PROJECT CONTACTS', 'BUDGET', and 'ASSURANCES'. A 'Total Files: 1' label is also present on the right side of the main content area.

1. Click on “Invite Personnel”

Full Application: Inviting Personnel

C21CR1535 RGPOTest CRCC v1

Add Personnel
Please input basic contact information First Name, Last Name, Email, and Role. The Status column is triggered allowing the invited contact to accept or decline the invitation. The Status column is defined below.
Once accepted personnel will be granted access (Roles and access are defined below).

PI Assistant: User can View/Edit/Submit the application.

Prefix	First Name	Last Name	Email	Role	Status
<div>+</div>					

Save Invite

2. Click the plus button to provide access to the following roles on the SmartSimple application:

- **Co-Principal Investigator:** *Required to add co-PI to **Community Collaborative Initiative***; Edit access to full application, generates their own prime-level budget
- **PI Assistant:** can edit and submit a completed application
- **Co-Investigator:** View only

3. Enter the individual's name and email address.

4. Repeat as needed.

5. Click 'Invite' to send out invitation emails.

Confirming Addition of Co-PI (Community Collaboratives only)

T32CR4578 RGPOTEST TRDRP 2022 STOY CPPRA Pilot 1

TITLE PAGE

APPLICANT / PRINCIPAL INVESTIGATOR

PROJECT INFORMATION

PROJECT CONTACTS

BUDGET

ASSURANCES

DOCUMENTATION

Applicant Last Name: Doe 4

Applicant First Name: Jane

Applicant Institution: MERCY HOUSING CALIFORNIA

Email: [REDACTED]

Address: 555 Fifth Avenue

Phone: (555) 555-5555

Web Address:

ORCID ID:

Degrees:

Applicant PI
Information

Applicant Last Name: Smith 3

Applicant First Name: Bob

Applicant Institution: RGPOTest University 1 (a UC institution)

Email: [REDACTED]

Address:

Phone: (555) 555-5555

Co-PI Information

Budget tab with multiple budgets (Community Collaboratives only)

T32CR4578 RGPOTEST TRDRP 2022 STOY CPPRA Pilot 1

Preview

TITLE PAGE APPLICANT / PRINCIPAL INVESTIGATOR PROJECT INFORMATION PROJECT CONTACTS **BUDGET** ASSURANCES DOCUMENTATION SIGNATURE P.

Total Project Costs

Action	Owner - Institution	Total DC	Total IDC	Total
Open	Jane Doe 4 - MERCY HOUSING CALIFORNIA	\$100,000	\$500	\$100,500
Open	Bob Smith 3 - RGPOTest University 1 (a UC institution)	\$75,000	\$0	\$75,000
Total		\$175,000	\$500	\$175,500

CHECK the Total Direct Costs against allowable budget cap before clicking Budget Complete

Budget tab

Templates and Instructions:

Click the Budget tab

Click “Open” to start entering information

INVESTIGATOR PROJECT INFORMATION PROJECT CONTACTS **BUDGET** ASSI >

Total Project Costs

Action	Owner - Institution	Total DC	Total IDC	Total
Open	Jane Doe 2 - MERCY HOUSING CALIFORNIA	\$141,750	\$42,225	\$183,975
Total		\$141,750	\$42,225	\$183,975

[< BACK](#) [NEXT >](#)

[Save Draft](#) [Withdraw](#) [Submit to Signing Official](#)

Budget tab - Adding Institution Contacts

Start typing the name of your signing official into the field and select from the list that populates.

If you cannot find their name in the list, click “Can’t find Signing Official.” Then click “Add Signing Official.”

INSTITUTION CONTACTS BUDGET SUMMARY BUDGET DETAILS SUBCONTRACTS

*** Signing Official**

This should identify the individual who is authorized to act for the Applicant Organization, and v conditions for any grant, including the applicable grantor regulations.

Search and select ?

*** Fiscal Contact**

This should identify the individual at the Applicant Organization who will serve as the authorized

Search and select ?

*** Contracts and Grants Contact**

This should identify the individual in the Applicant Organization's Contracts and Grants Office, o an award be made, and who will serve as the liaison to the grantor on official grant administrati

Search and select ?

Can't find the contact you're looking for?

☒ Can't find Signing Official

☐ Can't find Fiscal Contact

☐ Can't find Contracts and Grants Contact

Add Signing Official

Budget tab - Adding Institution Contacts

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Search and select ?

Can't find the contact you're looking for?

☒ Can't find Signing Official


☐ Can't find Fiscal Contact

☐ Can't find Contracts and Grants Contact

Add Signing Official

Budget tab - Editing the budget

Translational Research Award Application » **Budget**

 Back to Application



Budget Instructions:

Please open the budget and carefully read the limits set on the call for applications. If exceeded, system will alert and user is required to adjust the numbers.


INSTITUTION CONTACTS

BUDGET SUMMARY

BUDGET DETAILS

SUBCONTRACT BUDGET DETAILS

Please click the Edit Budget button below to enter your budget information.

 Edit Budget

Jane Doe 1 - MERCY HOUSING CALIFORNIA

Budget Summary

Do not click “Budget Complete” until you have entered all the necessary budget figures and justification notes – clicking this button will lock your budget and you will not be able to make additional edits.

Save Draft

Budget Complete

Budget tab - Editing the budget

Scroll down to “Personnel Costs.”
Click “+” to add a new row.

Entries will populate in the budget
summary at the top of the page.

Enter budget justification.

Repeat for all budget categories.

Budget Detail Justification

The budget table on the top of this page is generated from expenses entered in the budget categories below. Please scroll down to the budget categories and click “+” to enter your expenses. Please note you must manually calculate and enter any indirect costs in the budget category section at the bottom of this page. For each budget category, provide all necessary justification. There is no character limit on the budget justification, though it should be concise.

The per year direct cost maximum is: \$250,000.00 The total direct cost maximum is: \$750,000.00

	Year 1	Total
Personnel Costs	\$2,000	\$2,000
Student Tuition Fees, Graduate Student Stipends	\$0	\$0
Other Project Expenses	\$0	\$0
Equipment	\$0	\$0
Travel Expenses	\$0	\$0
Subcontracts	\$0	\$0
Service Contracts and Consultants	\$0	\$0
Direct Costs	\$2,000	\$2,000
Modified Total Direct Costs (MTDC)	\$2,000	\$2,000
Indirect Costs (IDC) Total	\$0	\$0
Total Expenses	\$2,000	\$2,000

1. Personnel Costs (Salary and Fringe)

Salaries and Fringe Benefits	Year 1	Total
Salary 1	\$2,000	\$2,000
	\$2,000	\$2,000

[+](#)

For each person supported by this grant, describe their contribution to the project.


Justification

Save Clear Close

Submit to Signing Official - Co-PI (Community Collaboratives only)

B26BB1411 RGPO Test CBCRP CRC Pilot

Templates and Instructions:

 [CBCRP_Submission_Instructions_by_Award_Type.pdf](#)
21.3 KB - 10/18/2019 3:56pm

Total Files: 1

Preview

< RT / PRINCIPAL INVESTIGATOR

PROJECT INFORMATION

PROJECT CONTACTS

BUDGET

ASSURANCES

DOCUMENTATION

SIGNATURE PAGE

* Co-PI Institution Signature Documents

Download the [Signature Page for Non-Submitting Institutions](#). Obtain the required ink signatures and upload a scanned copy here. A separate signed Signature Page must be uploaded for each non-submitting institution.

Submit to Signing Official - Submitting PI

Main

Notes


Invite Personnel

i Call for Application Details
Name: TRDRP 2019A - High Impact Pilot Award
Type: High Impact Pilot Award
Deadline: 09/27/2018 12:00:00

Templates and Instructions:

 [IP_Application_Instructions.pdf](#)
1,916 KB - 07/18/2018 6:32pm

Total Files: 1

 Preview

TITLE PAGE APPLICANT / PRINCIPAL INVESTIGATOR PROJECT INFORMATION INSTITUTION CONTACTS BUDGET ASSURANCES DOCUMENTATION **SIGNATURE PAGE**

* Applicant Signature

Check the box to indicate that you acknowledge the statement below and type in your full legal name to serve as your electronic signature.

☒ I certify that the statements herein are true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. I agree to accept responsibility for the scientific conduct of the project and to provide the required progress reports if a grant is awarded as a result of this application.


* Applicant Electronic Signature (Type in your full legal name)

Jane Doe

* Date

07/19/2018 

Save Draft

 Withdraw

☒ Submit to Signing Official

Questions?

For programmatic questions, contact:

- Lisa Loeb Stanga, lisa.loeb.stanga@ucop.edu

For questions about **Smart Simple, technical issues, or application instructions and forms**, contact Research and Grants Program Office Contracts and Grants unit:

- RGPOgrants@ucop.edu