California HIV/AIDS Research Program

Call for Applications 2022

Potential Applicant Webinar
April 21, 2022

Presenters:

CHRP Program Officers – Tyler Martz & Lisa Loeb Stanga

RGPO C&G Representative – Nancy Chamberlain

CHRP CALIFORNIA HIV/AIDS RESEARCH PROGRAM

Webinar Agenda

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

CHRP CALIFORNIA HIV/AIDS RESEARCH PROGRAM

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).

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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

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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

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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%)

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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

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%)

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)

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Community Collaboratives: LOI Tips con't

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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

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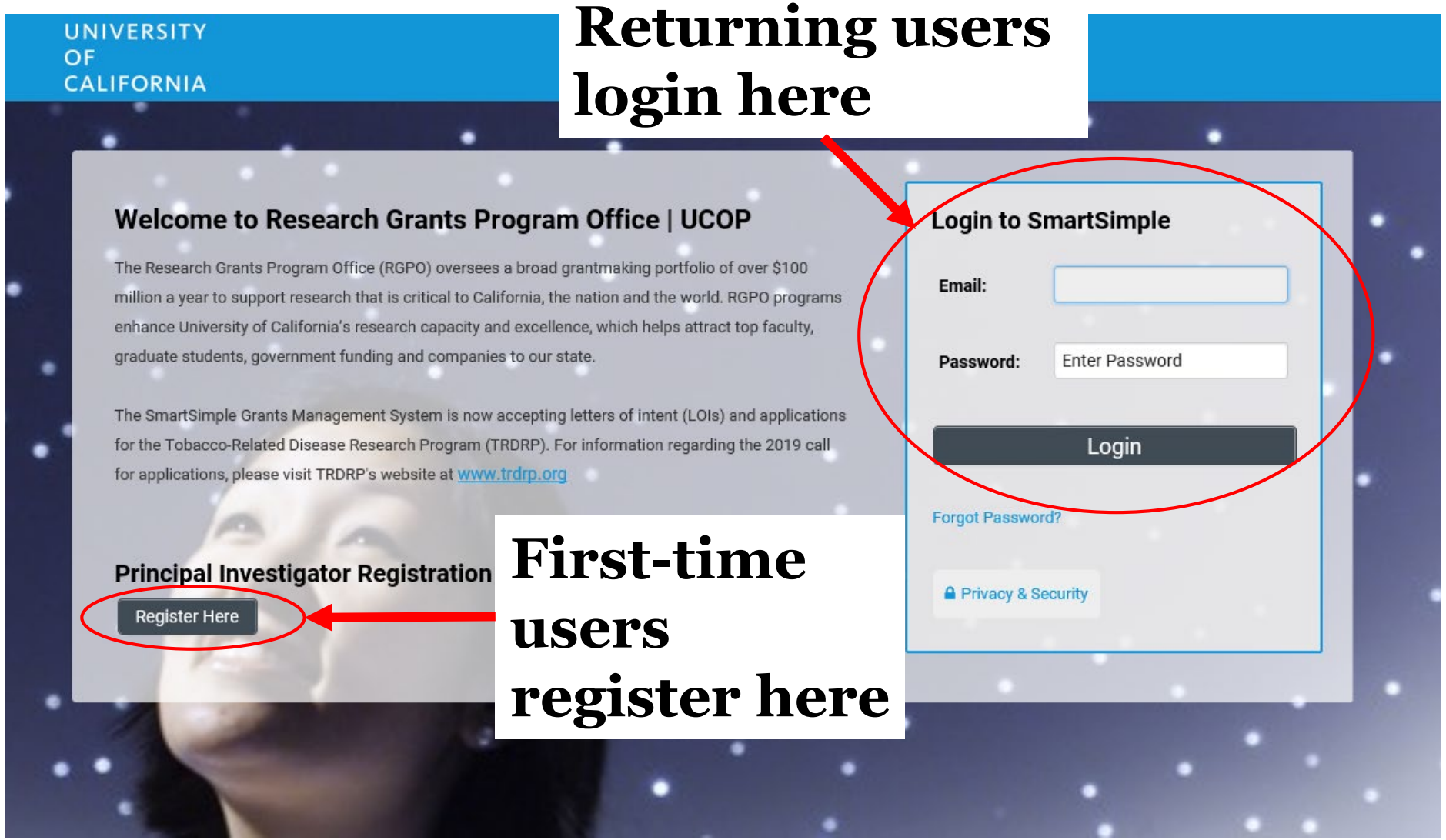
Key Dates & Timeline

- 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

CHRP CALIFORNIA HIV/AIDS RESEARCH PROGRAM

Accessing SmartSimple

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

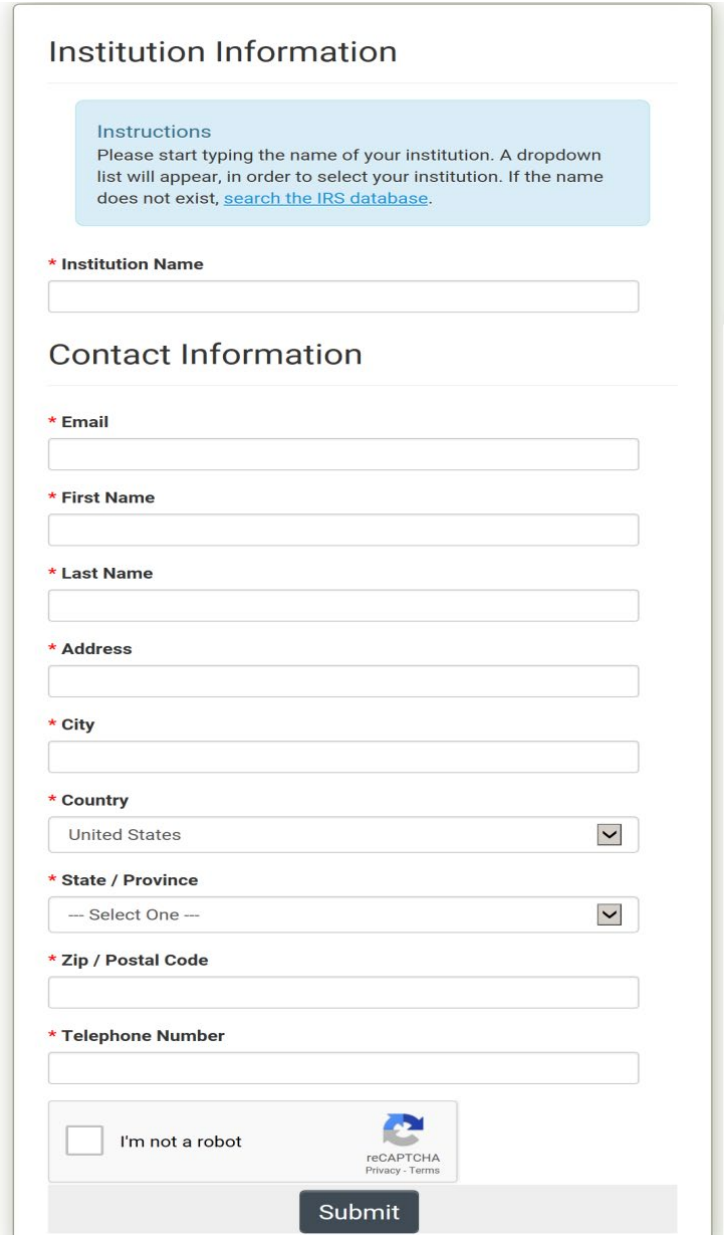


Creating an Account on SmartSimple

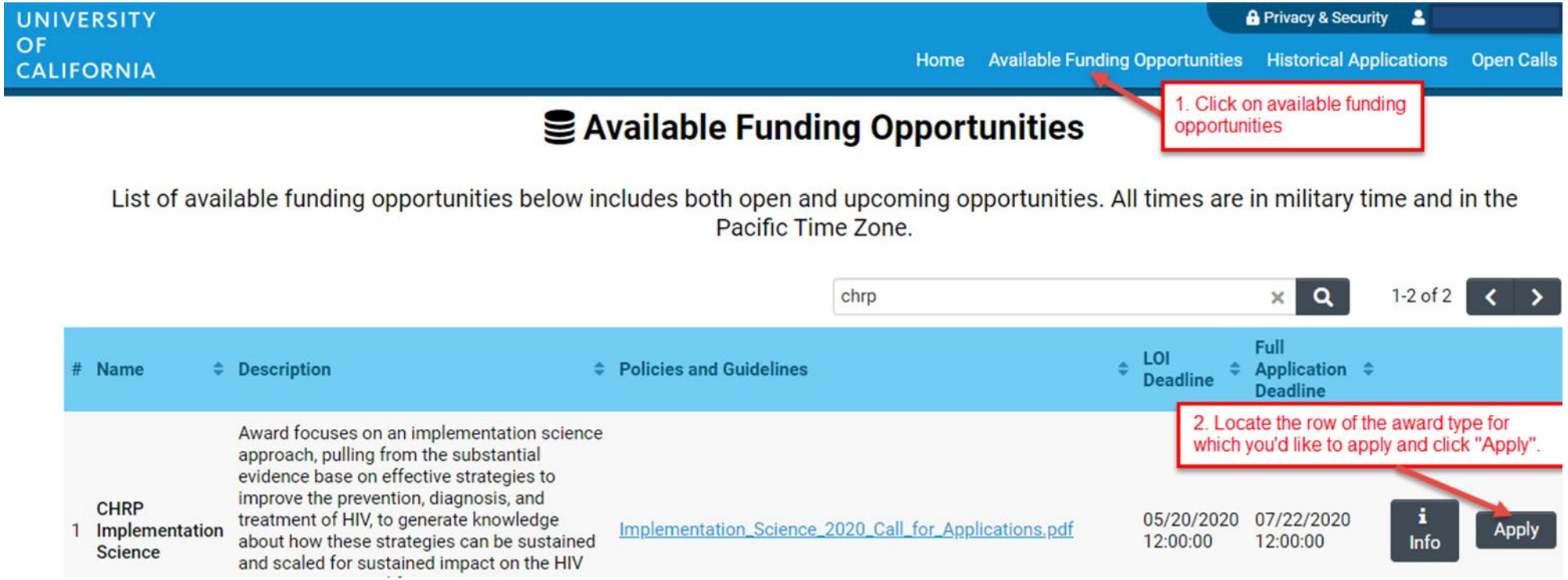
https://ucop.smartsimple.com

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.”**

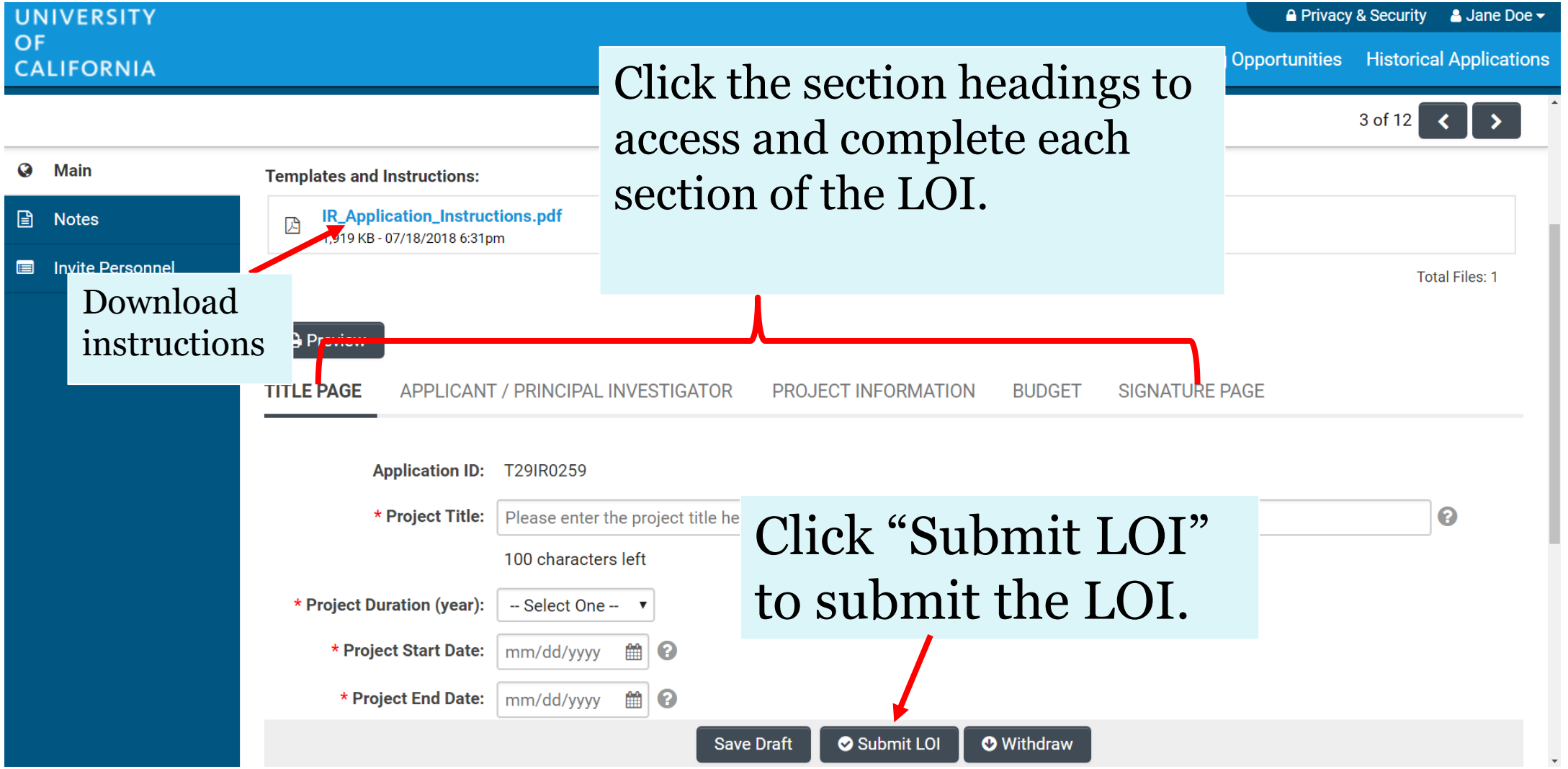


Preparing and Submitting an LOI

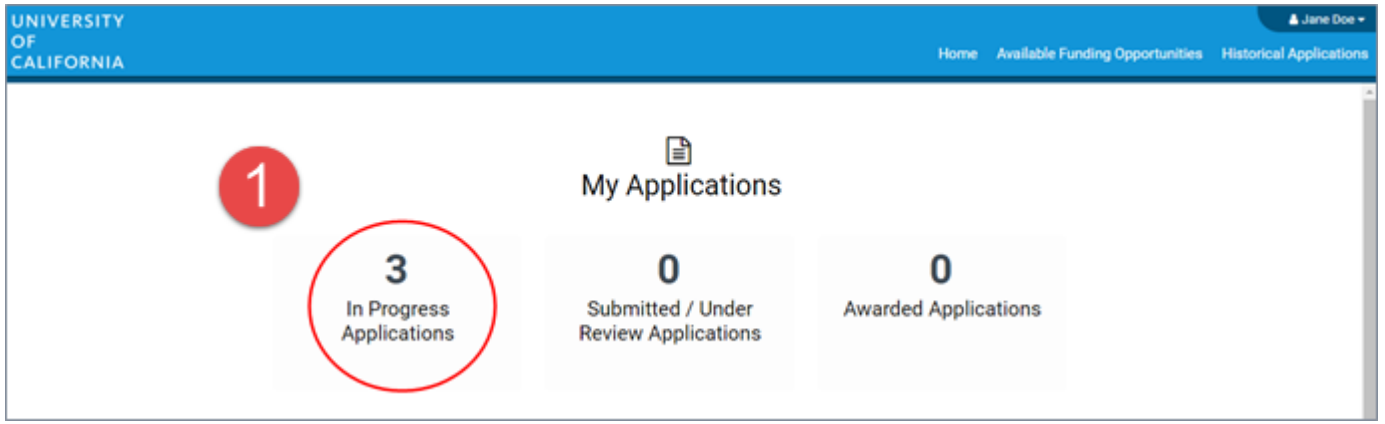


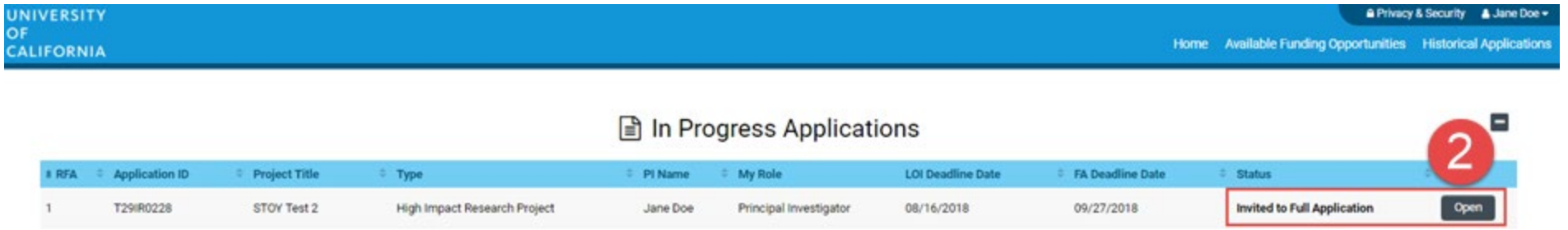
1. Click on the "**Available Funding Opportunities**" tab in the upper right corner.
2. Find the row that corresponds to the award you're interested in and click "**Apply**."

LOI Submission Steps



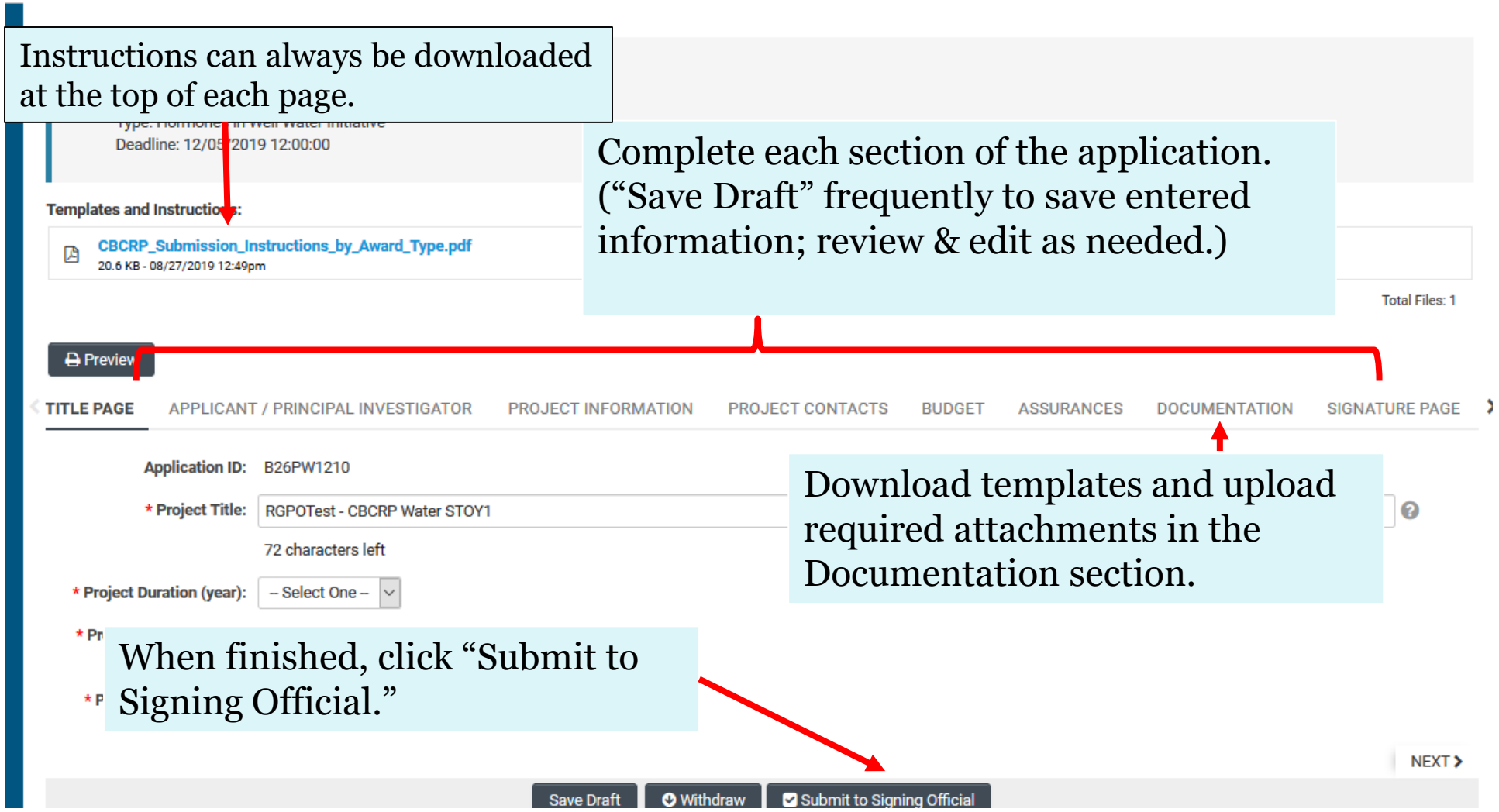
From Approved LOI to Invited Application



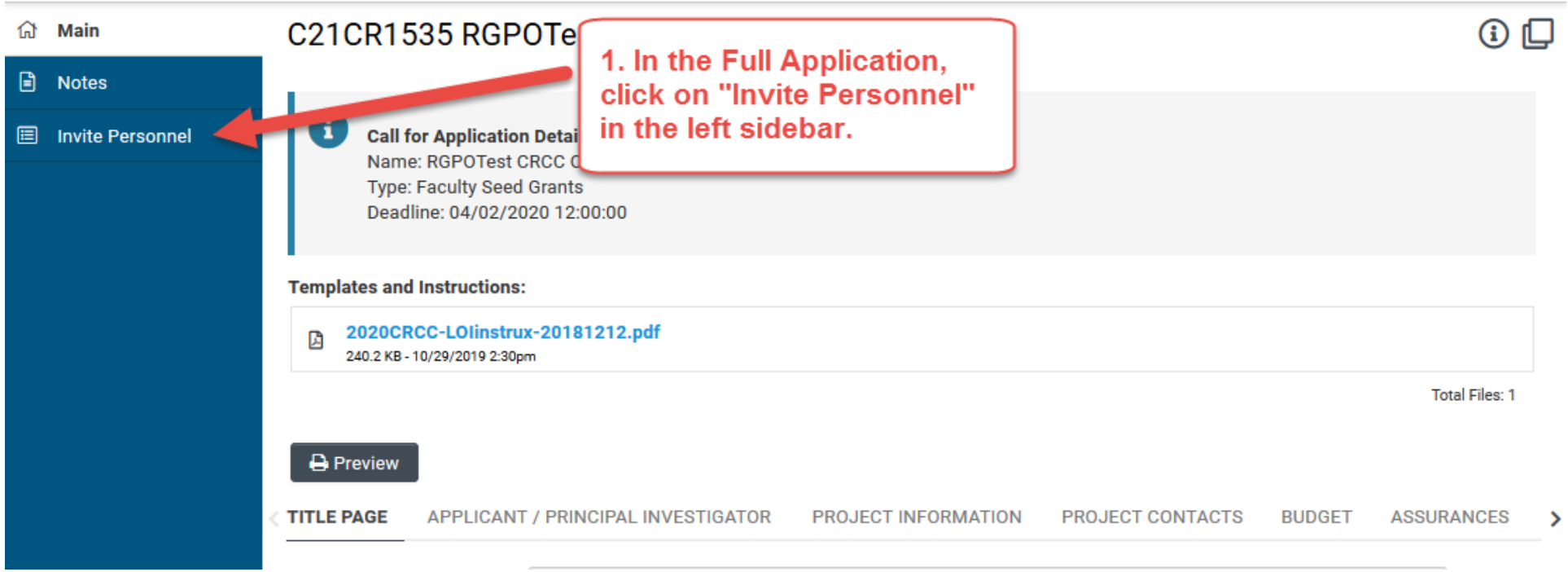


1. Click on "In Progress Applications."
2. Locate the row for your submitted **CHRP LOI.** Confirm approval of your LOI under the **"Status"** Column. Click **"Open"** to begin full application and access instructions and templates.

Application Submission



Full Application: Inviting Personnel



1. Click on “Invite Personnel”

Full Application: Inviting Personnel

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

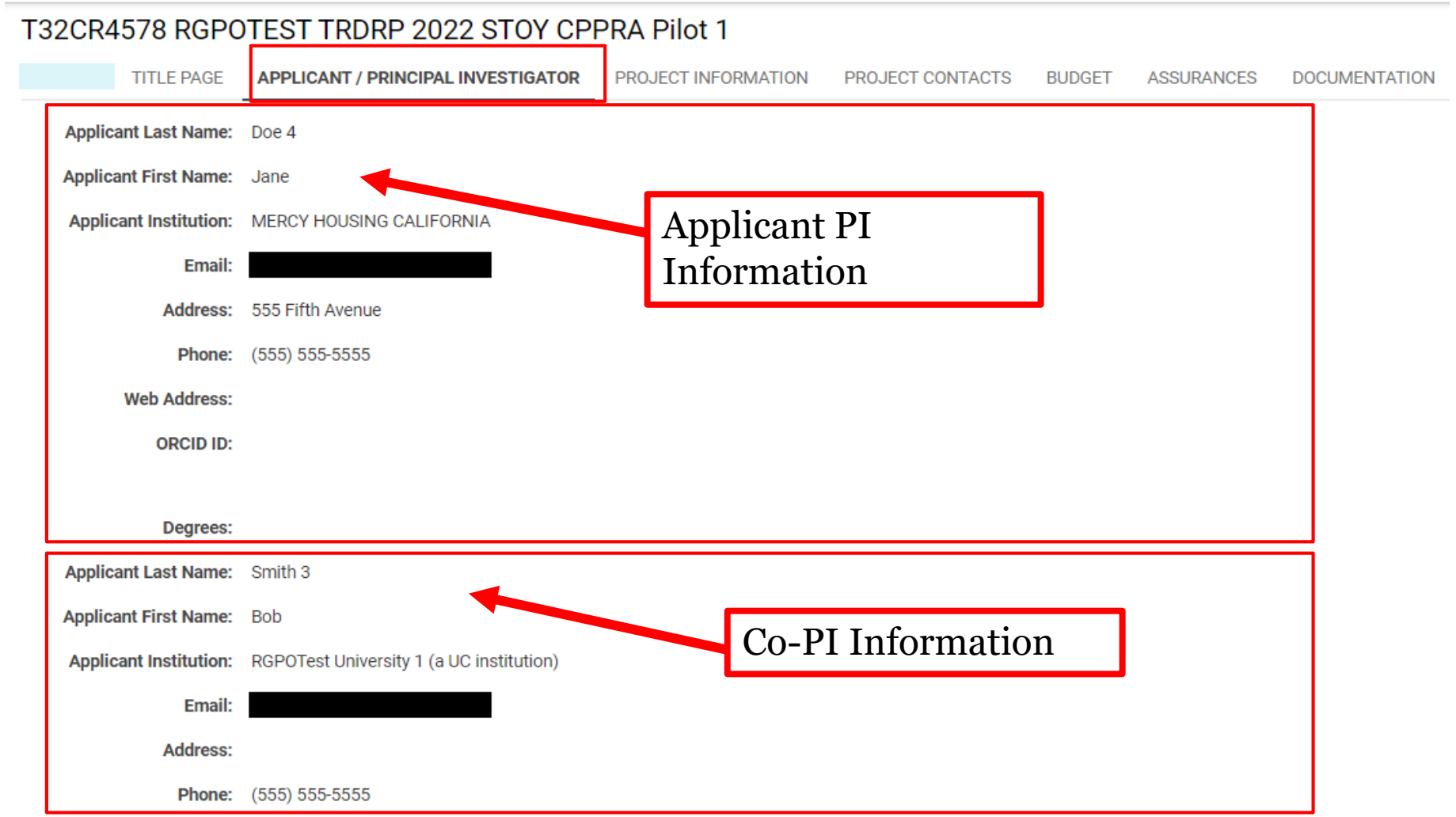
- **Co-Principal Investigator:** *<u>Required</u> to add co-PI to* ***Community Collaborative Initiative****;* Edit access to full application, generates their own prime-level budget
- **PI Assistant:** can edit and submit a completed application
- **Co-Investigator:** View only

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

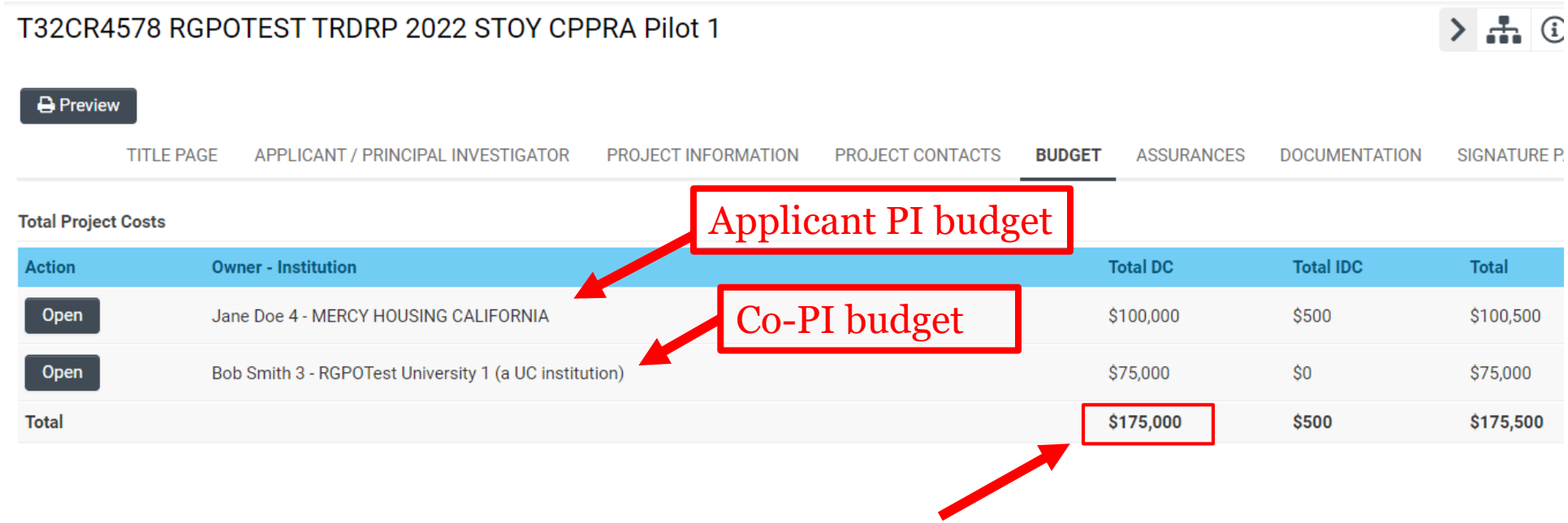
4. Repeat as needed.

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

Confirming Addition of Co-PI (Community Collaboratives only)

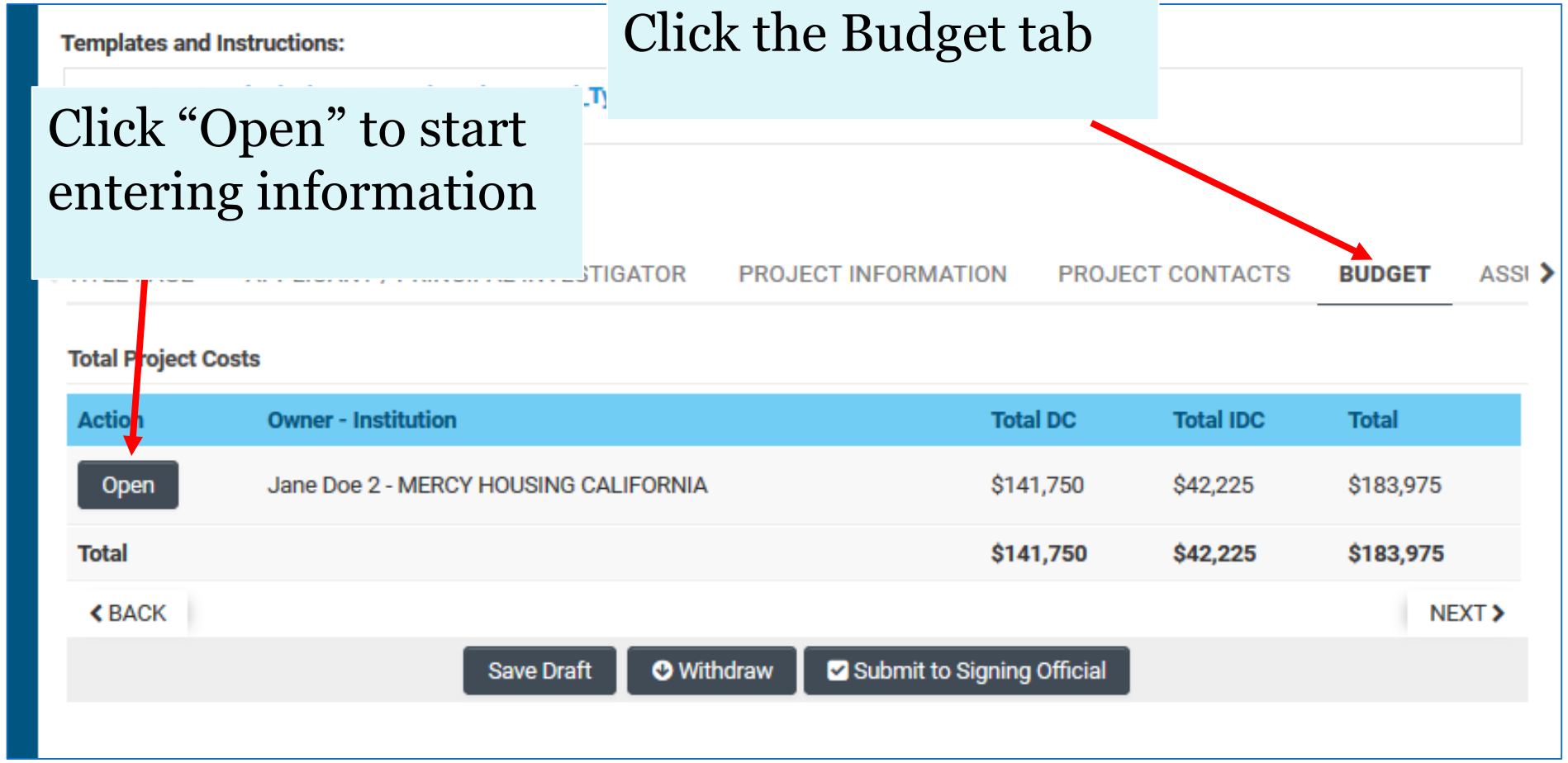


Budget tab with multiple budgets (Community Collaboratives only)



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

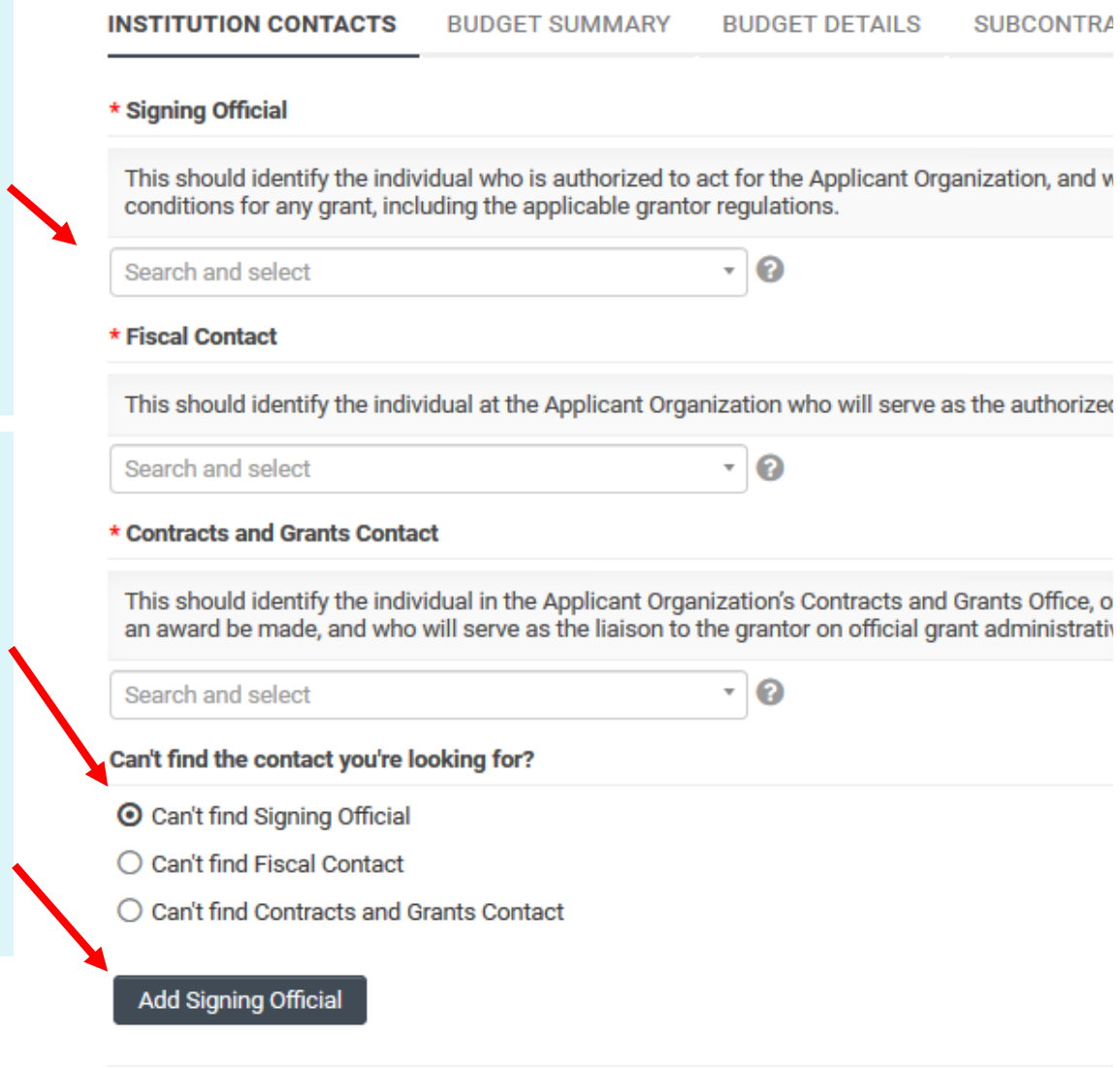
Budget tab


Templates and Instructions:
Click the Budget tab
Click “Open” to start entering information
PROJECT INFORMATION
PROJECT CONTACTS
BUDGET
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."



Budget tab – Adding Institution Contacts

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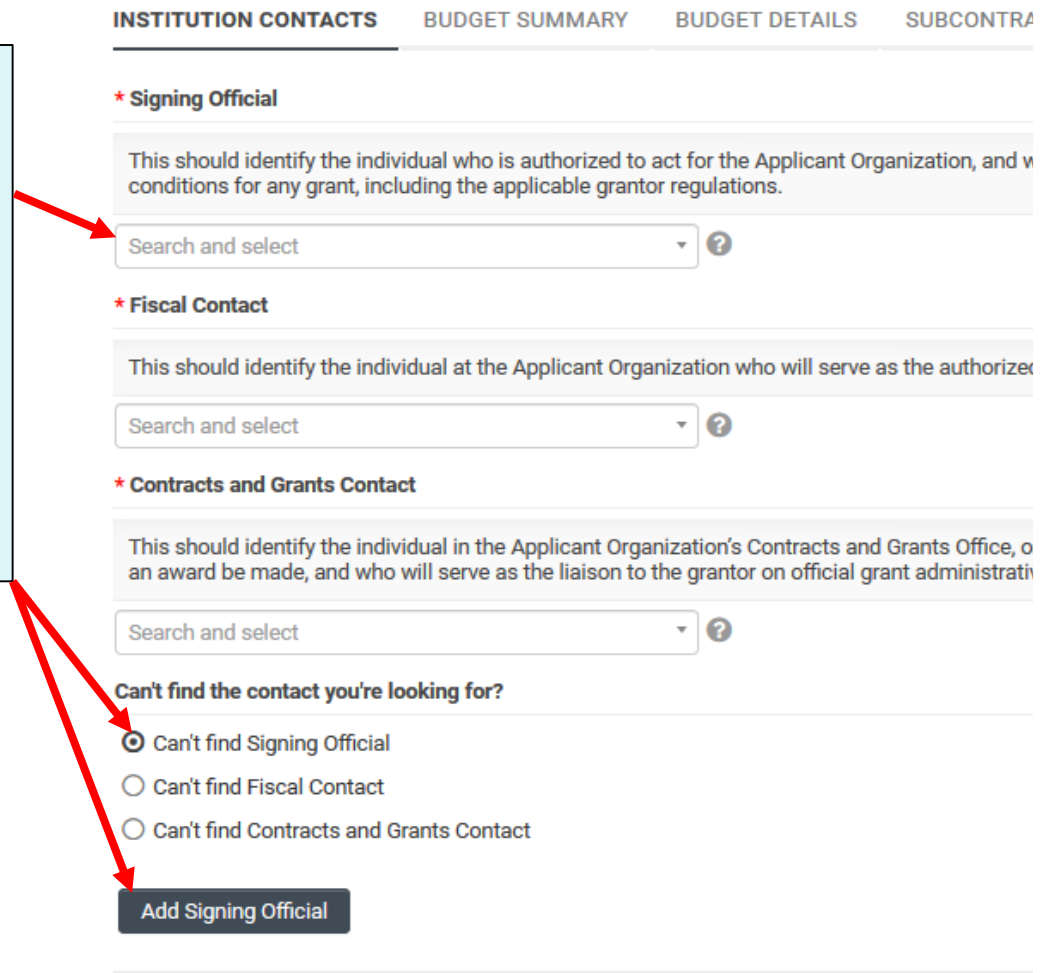
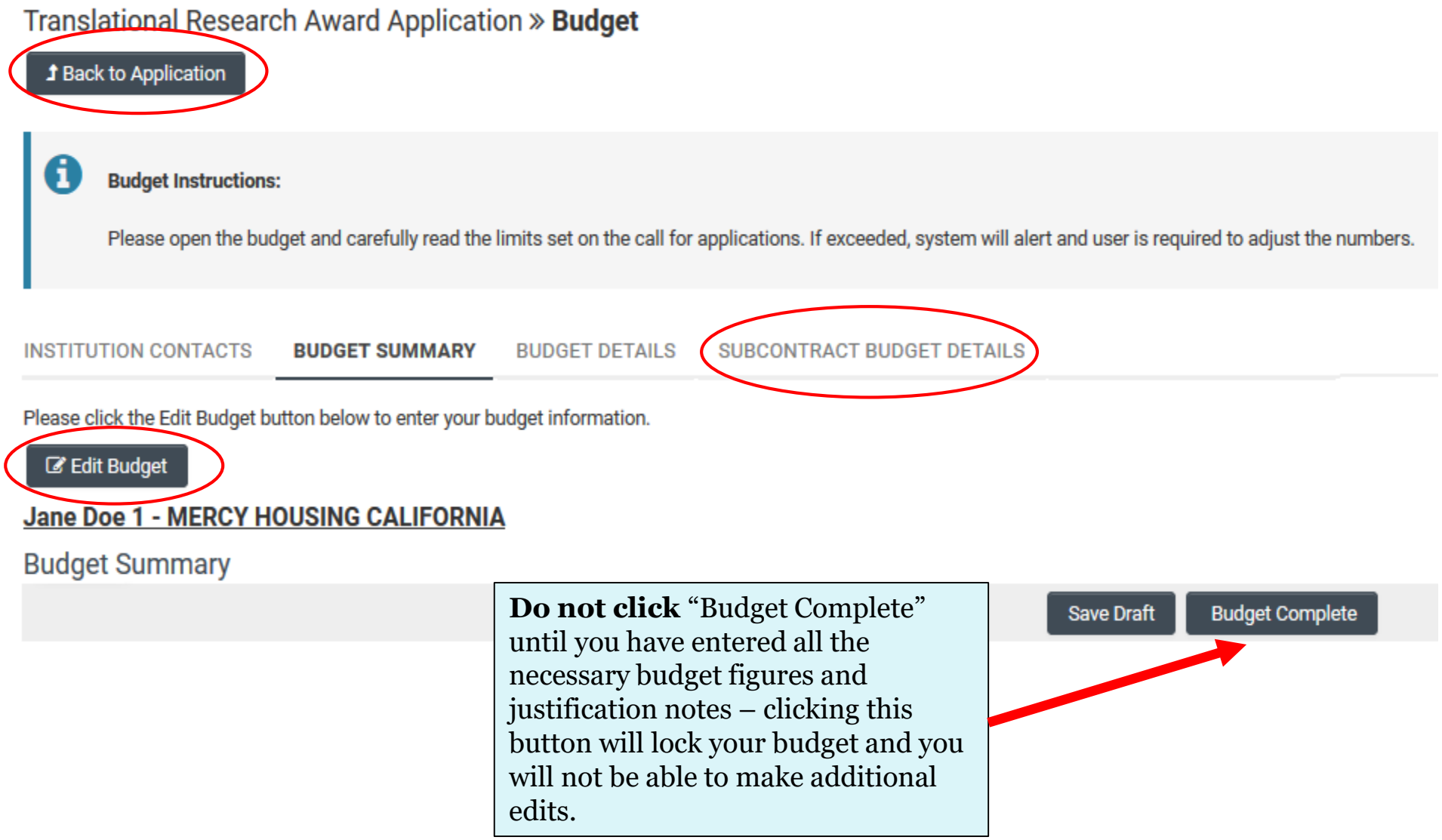


Budget tab - Editing the budget



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.

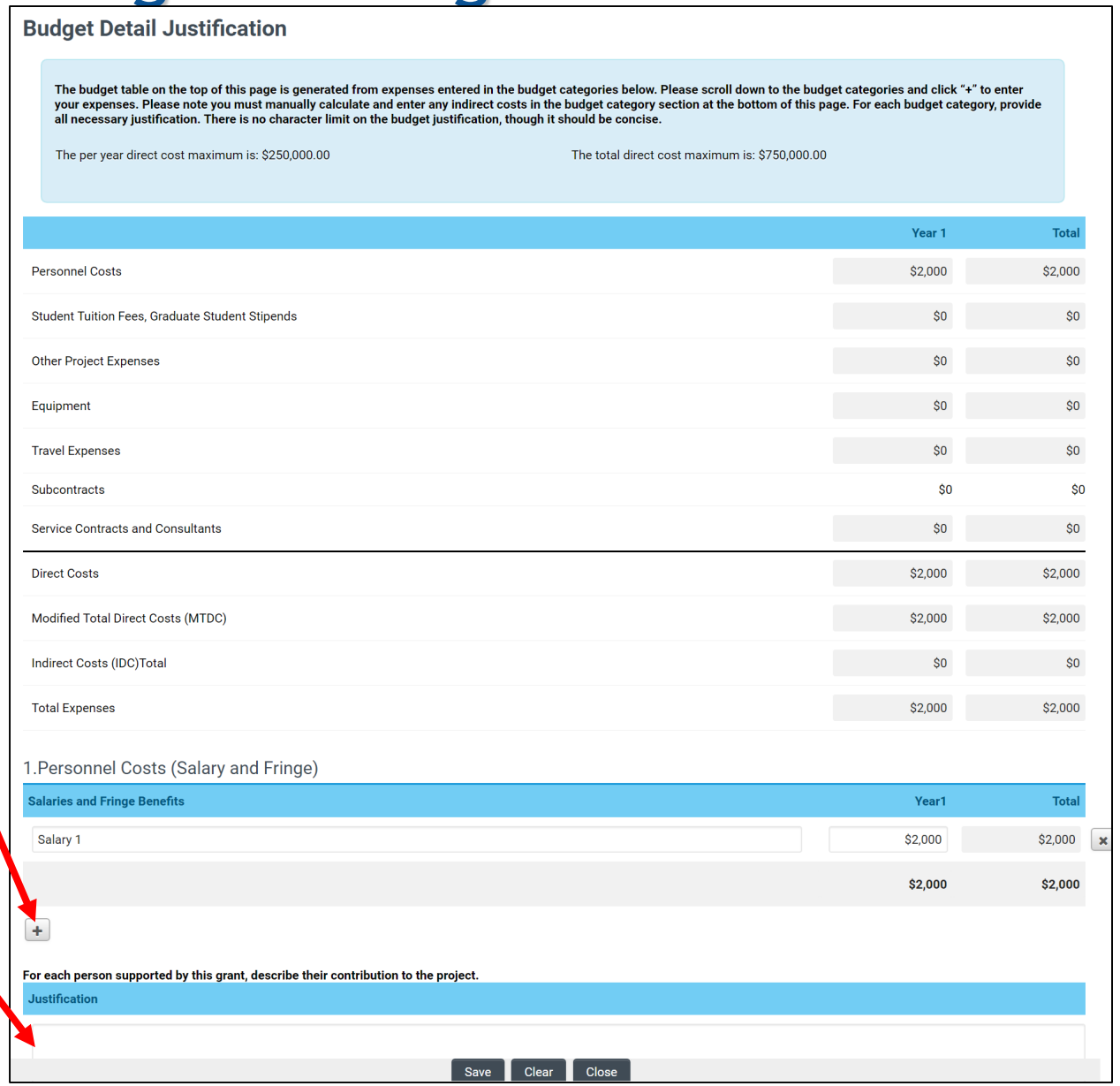
Budget tab - Editing the budget

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	Year1	Total
Salary 1	$2,000	$2,000
	$2,000	**$2,000**

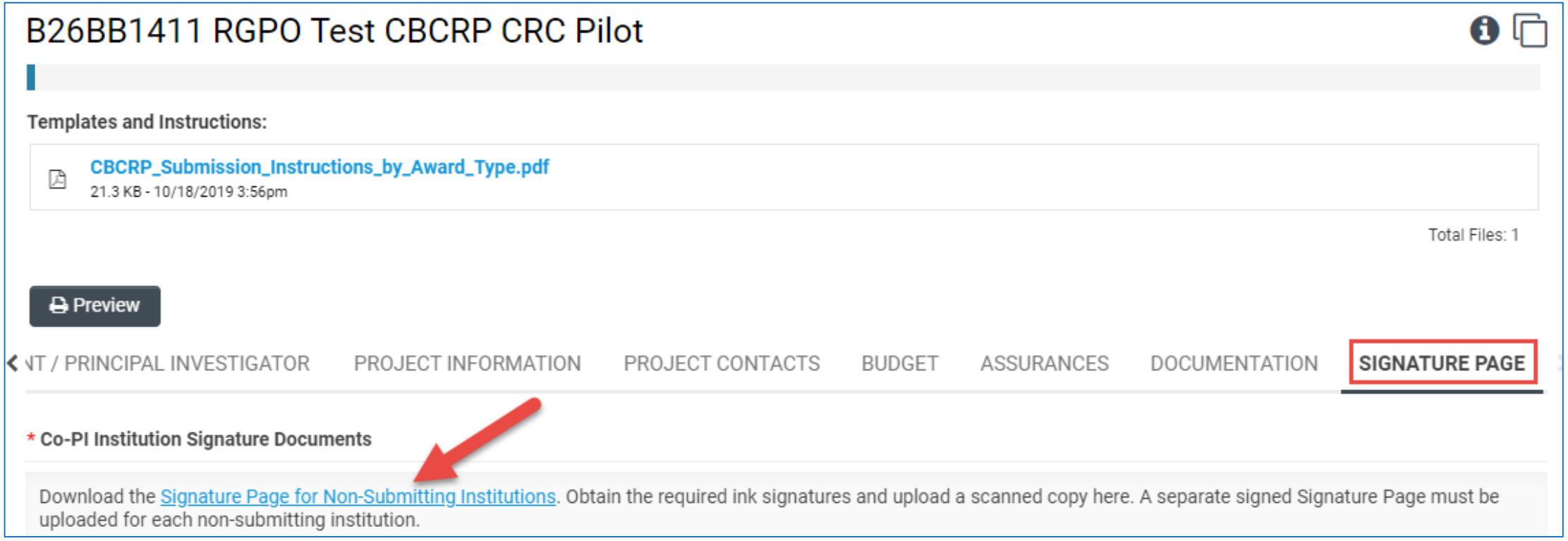
+

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

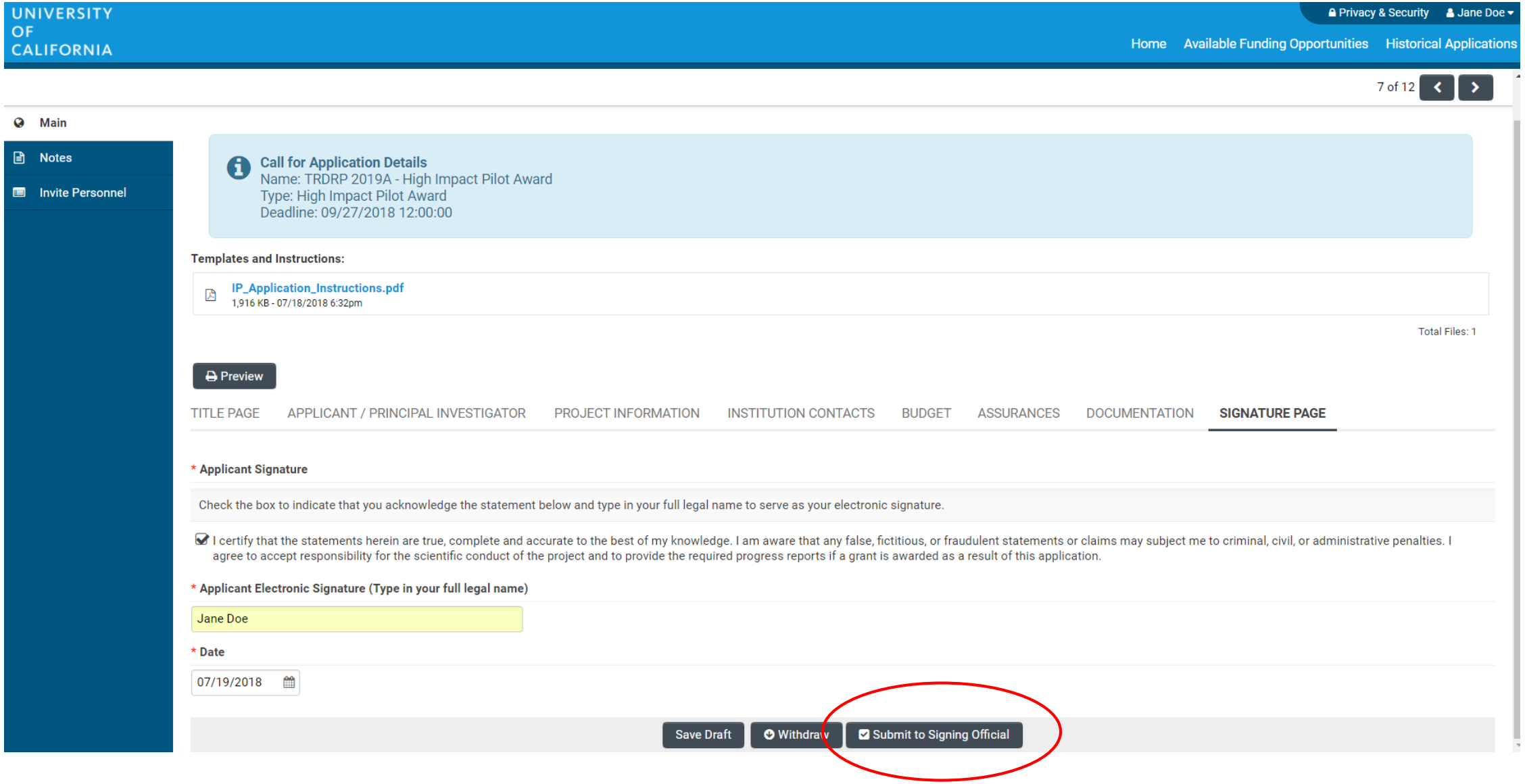
Justification

Save Clear Close

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



Submit to Signing Official – Submitting PI



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