



**Ed and Ethel Moore Alzheimer's Disease Research Grant Program
Informational and Q&A Session
August 30, 2018**

FY 2018-2019 Funding Opportunity Announcement (FOA)
Ed and Ethel Moore Alzheimer's Disease Research Program

- 1. After the administrative review of the LOI, is there a chance that the department will not ask for a full proposal? Should we be waiting to hear back after submission of the LOI that a full proposal is welcomed?**

From Page 21 of the FY 18-19 FOA:

“The information in the LOI allows Department staff to estimate the potential review workload and plan for the review. Applications will not be accepted if the applicant has not submitted a LOI by the deadline listed in Table 1. However, applicants who submit a LOI are not bound to submit an application, and a decision to submit a LOI and not submit an application will not affect eligibility for future funding opportunity announcements or be considered by peer reviewers in future funding applications.”

- 2. In reference to the definitions, what is the difference between consultant, key personnel and collaborators? We have key personnel that will potentially be at another site but will be very involved. Is it advisable to keep her as key personnel or add her as a co-PI? Should we provide the Bio sketch of the key personnel in addition to the co-PIs?**

The grant application may list collaborators such as a Co-Principal Investigator, from a collaborating institution, among the key personnel.

Please consider the following definitions from Section 7. Definitions (pages 29-32 of FY 18-19 FOA)

Collaborator: An individual involved with the Principal Investigator in the scientific development or execution of the project. These individuals typically devote a specific percent of effort to the project and are identified as key personnel. The collaborator may be employed by, or affiliated with, either the

Grantee institution or an institution participating in the project under a consortium or contractual agreement.

Consultant: An individual hired to give professional advice or services for a fee, normally not as an employee of the hiring entity. Consultants may also include firms that provide paid professional advice or services.

Key Personnel: Key personnel are defined as, and should be limited to, individuals who contribute to the scientific development or execution of the project in a substantive way, whether or not salaries are requested.

3. When submitting the LOI application portion, are the requirements listed (1 - 10) required to be included in the signed approval letter? Or is this referring to what is needed in the online application portion?

Requirements 1-10, in addition to the signed approval letter, are to be submitted through the online system, Web Grants.

4. Where can I find the page limits? Is it any differences between page limits between pilot grant and full-length proposal?

Limits vary depending on each section of the application. However, they are listed for each section within the online application.

5. Are all reviewers from the State of Florida?

Scientific merit review will be assessed by the Ed and Ethel Moore Alzheimer's Disease Research Program Grant Advisory Board, or when appropriate, ad hoc reviewers with appropriate expertise in the area of the research application and recommended by the Advisory Board with follow-up by the DOH staff. Advisory Board members will be assigned to review applications based on member expertise and the absence of indicated conflicts of interest for the proposed project. Advisory Board members will review and rate applications, including assessing Alzheimer's-relatedness, novelty of ideas, research approach, quality of the science and research design, health impact, budget request, and level of support necessary to complete the work. Advisory Board members are required to disclose any possible conflicts of interests to the Department, and the Department will determine if any disclosed interests are conflicts of interests. Advisory Board members are not allowed to review applications with any related conflict of interest.

6. If my consultant is from a different institute than mine, do I have to prepare a sub-contract with that Institute?

No. Please refer to the definition from Page 29 of the FY 18-19 FOA: **Consultant:** An individual hired to give professional advice or services for a fee, normally not as an

employee of the hiring entity. Consultants may also include firms that provide paid professional advice or services.

7. For resubmission, can we edit the title?

Yes, the title can be edited. Please note that a change in title of a resubmission does not qualify to be considered as a new application.

8. When resubmitting a proposal, is there a specific format that must be followed? Is a response to reviewers document required?

Applicants must provide a succinct summary of the areas that have been revised since the initial submission and upload it in the designated area of the online application system. Reviewer responses may also be included in this section.

9. For the letter of intent, is it required to mention that this is a resubmission, and do the changes need to be highlighted or formatted differently?

There is no specific template or required format, however, each letter of intent must include all 11 of the required pieces of information listed on page 21 of the FOA. Modified grant applications, from the previous funding cycle, are considered a resubmission. Applicants must provide a succinct summary of the areas that have been revised since the initial submission and upload it in the designated area of the online application system. Reviewer responses may also be included in this section.

Please review the following copied text from page 22 of the FY 18-19 FOA

New application: An application that has not been submitted to the Program in a previous competition.

Revised application: An application that was submitted to the Ed and Ethel Alzheimer's Disease Research Program, but not funded. Applications must identify areas that have been revised from the initial submission.

10. Do resubmissions have equal chances of being selected as new projects?

Yes.