



Frequently Asked Questions

FY 2018-2019 Funding Opportunity Announcement (FOA)
James and Esther King Biomedical Research Program (King)
Bankhead-Coley Cancer Research Program (Bankhead-Coley)
Live Like Bella Pediatric Cancer Research Initiative (Bella)

ALLOWED AND DISALLOWED COSTS, BUDGET, AND FINANCIAL DISCLOSURES

- 1. Does the exception for out-of-state work include foreign entities? That is, can a small part of the budget (<10%) be used for work provided by a collaborator outside the United States if it is essential and not provided in Florida?**

The Principal Investigator must provide justification describing how the out of state work is related and essential to the project and why the service can only be provided outside of Florida. If awarded, the Department reserves the right to: 1) require further justification, 2) reject any disallowed costs, and 3) request new/revised budgets as it deems necessary.

- 2. If the lead institution has a collaboration with another institution, then can only one of them charge indirect costs and not both on the proposal?**

Both can charge indirect costs as long as the total indirect costs are limited to 15 percent of the total amount of direct costs requested in the grant budget. If the final awarded amount is less than the requested amount, the budget will need to be adjusted based upon the award amount, and the indirect costs will be limited to 15 percent of the total amount of direct cost in the revised budget.

- 3. Can the maximum amount of support be divided as needed by the project? For example, can a project set a budget that uses two-thirds of the award in year one and leaves one third of the award for the remaining year(s)?**

Yes. The budget must explain the planned spending. If awarded, the Department will review and approve/deny the budget prior to the grant start date. The Department reserves the right to: 1) require further justification, 2) reject any disallowed costs, and 3) request new/revised budgets as it deems necessary.

- 4. How does one get approval for spending the less than 10% of the requested budget that may be allowed on out of state resources that cannot be found in the state of Florida?**

The Principal Investigator must provide justification in the budget narrative describing how the out of state work is related and essential to the project and why the service can only be provided outside of Florida. If awarded, the Department reserves the right to: 1) require further justification, 2) reject any disallowed costs, and 3) request new/revised budgets as it deems necessary.

- 5. If applying for a Bridge grant, is the budget only to be in a 6-month proposed format or do you need to see the entire 5-year budget based on the R01 we are applying for bridge funding?**

The application only needs to include the 6-month budget for the grant.

- 6. Is graduate student tuition an allowable cost?**

Yes.

- 7. For the Financial Interest form, it only has “Corresponding Principal Investigator.” Are collaborators/co-PIs required to fill out this form as well?**

The Corresponding Principal Investigator must submit a single Reportable Financial Interests form disclosing any financial interests that the researcher, the researcher's immediate family, or any other personnel on the grant (sub-investigators and research staff) and their immediate families, have related to the research. If completed correctly, this form should cover all potential reportable financial interests for all personnel involved in the research and their immediate families.

- 8. When two research institutions participate in the same grant, how should the budget be handled in the form?**

The lead institution should complete the budget form and include the collaborating institutions as a contractual expense.

APPLICATION SYSTEM

- 9. For the bridge grant mechanism, will there be a place to upload files for the qualifying federal grant application research plan and for the summary statement?**

Applicants who are applying for a bridge grant are required to upload their Federal Agency Peer Review Summary Statement. The system has fillable fields for the project's Specific Aims, Research Strategy, and Facilities and Other Resources.

10. Should the bridge grant's specific aims and research plan be the same as for the qualifying federal proposal of longer duration, or a separate and specific plan to be accomplished within the 6-month bridge grant duration?

Applications should describe in the Research/Project Plan section, the specific research that will be performed as a result of a 6-month Bridge Grant award, including its relationship to the aims and experiments included in the qualifying federal proposal.

11. How do researchers submit more than one application (one for King, one for Bankhead-Coley, one for Live Like Bella)?

The applications for these programs can be reached through the PeerNet links below. You will only need to register as a new user once. However, in order to add an active solicitation (Coley, King, or Bella) to your user dashboard, you will need to enter PeerNet site for each application at least once. After you have entered each of the sites, the solicitation will appear on your user dashboard each time you login.

You can access the application intake site for the Bankhead-Coley Cancer Research Program here: <https://peernet.orau.org/Intake/Submission/ccb3a572-f982-e811-8128-0050568131c9>

You can access the application intake site for the James and Esther King Biomedical Research Program here: <https://peernet.orau.org/Intake/Submission/411b53db-9b83-e811-8128-0050568131c9>

You can access the application intake site for the Live Like Bella Pediatric Cancer Research Initiative here: <https://peernet.orau.org/Intake/Submission/34881160-3d84-e811-8128-0050568131c9>

12. When does the application intake system open for the LOI?

The system opened on July 31, 2018.

APPLICATION ELIGIBILITY, FORMATTING, AND REQUIRED COMPONENTS

13. I have a project focused on improving drug treatment of metastatic brain tumors and I am wondering if this topic is eligible for this program. While brain cancers are not among the cancers mentioned in the priorities section (lung cancer, breast cancer, prostate cancer, colon cancer, and melanoma), lung, breast and melanoma cancers can spread to the brain through metastasis.

Grant applications must be responsive to one of the research priorities listed in the Funding Opportunity Announcement. Applications submitted to the Bankhead-Coley Cancer Research Program that address at least one of the cancers listed in the priorities section will be considered favorably, however applications need not be restricted to

focusing solely on this list. Applications submitted to the James and Esther King Biomedical Research Program have the additional option of tobacco-related diseases such as stroke, and cardiovascular disease. Applications to the Live Like Bella Pediatric Cancer Research Initiative must focus on cancers occurring during the pediatric period (birth to 21 years).

14. The announcement indicates in the Table of Application Components that "Survey Instruments" must be uploaded. My project will use several standard neuropsychological tests. To upload them would require that they be scanned, which would make for a large file. Since these tests are widely used and not created for this project, is it necessary to upload these documents?

Peer reviewers are only required to evaluate the materials in the application, and are not instructed to consider other sources of information. If the research will include the use of survey instruments, then the relevant instruments must be included in the application packet.

15. When is the deadline to submit the letter of intent?

The Letter of Intent must be submitted by 5:00 p.m. EST on August 31, 2018.

16. Where can we find the detailed Funding Opportunity Announcement?

The detailed Funding Opportunity Announcements can be found on the program website, or by following the links below.

James and Esther King Biomedical Research Program Funding Opportunity Announcement: <http://www.floridahealth.gov/provider-and-partner-resources/research/funding-opportunity-announcements/FINALJamesandEstherKingBiomedicalResearchProgramFY2018-2019FOA.pdf>

Bankhead-Coley Cancer Research Program Funding Opportunity Announcement: <http://www.floridahealth.gov/provider-and-partner-resources/research/funding-opportunity-announcements/FINALBankhead-ColeyFY2018-2019FOA.pdf>

Live Like Bella Pediatric Cancer Research Initiative Funding Opportunity Announcement: <http://www.floridahealth.gov/provider-and-partner-resources/research/funding-opportunity-announcements/FINALLiveLikeBellaPediatricCancerResearchInitiativeFOA.pdf>

17. Would members of an external advisory board be considered consultants?

Yes.

18. Can an application cross-cut two of the priority areas?

No.

19. Can there be more than one page of images, graphs and tables?

Yes. Applicants may upload **one document**. The document may have several pages if necessary. Figure legends need to be included in the document.

20. Can I submit a different project than the project that was originally on the Letter of Intent?

No.

21. Can we redirect an LOI from one FDOH grant funding program to another? For example, I submitted an LOI to the Bankhead-Coley Cancer Research Program, but I would like to redirect it to the Live Like Bella Pediatric Cancer Research Initiative? Is this allowed?

No.

22. Can I submit two completely different grant proposals to Bankhead-Coley? I submitted two LOIs. Now, to upload two projects, do I have to register twice?

Researchers can only submit **one** application per funding program. If seeking funding from multiple DOH Biomedical Research funding streams (e.g. James and Esther King Biomedical Research Program, Bankhead-Coley Cancer Research Program, and Live Like Bella Pediatric Cancer Research Initiative) the applications must be for different projects.

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You can access the application intake site for the Live Like Bella Pediatric Cancer Research Initiative here: <https://peernet.orau.org/Intake/Submission/34881160-3d84-e811-8128-0050568131c9>

Please send specific technical support questions to help.fldoh@orau.org.

23. Are Letters of Support required?

Researchers conducting behavioral health research involving tobacco cessation and control must include a letter of support from The Tobacco Free Florida Program. If

applying for a grant involving Department of Health data, a signed letter of support from the program office that houses the data must be uploaded. Please see Table 2. Application Components, for more information.

24. If an applicant recently submitted a grant application for federal funding (this could be through NIH, DOD, CDC, etc.) and wanted to apply to the Bankhead Coley, James and Esther King, or Live Like Bella Bridge grant for this project would they need to include the percentile ranking in their application materials? What if they receive a score, but no percentile ranking?

Reviewers will consider scores whether or not there is a percentile ranking. When the federal funding agency reports a score but does not provide a percentile ranking, applicants should contact the agency and request a percentile ranking if possible. The application to the federal funding agency must have been submitted within the last 18 months from the closing date for applications in this Funding Opportunity Announcement.

25. Are grants related to the mechanisms/causes of heart failure or stroke appropriate for this call? Or must a focus on cardiovascular disease be secondary to cancer?

The Bankhead-Coley Cancer Research Program Funding Opportunity Announcement is focused solely on cancer and all applications to this program must demonstrate a strong connection to cancer. The Live Like Bella Pediatric Cancer Research Initiative Funding Opportunity Announcement is focused solely on cancers occurring during the pediatric period (birth through 21 years) and all applications to this funding stream must demonstrate a strong connection to pediatric cancer.

The James and Esther King Biomedical Research Program Funding Opportunity Announcement covers cancer and tobacco morbidities and all applications to this program must demonstrate a strong connection to cancer and/or tobacco-related diseases. The Introduction to the James and Esther King Funding Opportunity Announcement lists the goals of the King Program, including “Expand the foundation of biomedical knowledge relating to the prevention, diagnosis, treatment, and cure of diseases related to tobacco use, including cancer, cardiovascular disease, stroke, and pulmonary disease.”

26. The cancers listed in the FOA are lung cancer, breast cancer, prostate cancer, colon cancer, and melanoma. If I have a researcher with a sound proposal involving a different cancer, would that proposal be considered?

Applications that demonstrate a connection to at least one of the cancers listed in the FOA will be given priority. However, applications involving a different cancer than those listed will still be considered.

27. Regarding the Infrastructure grant mechanism, can we put in an application responsive to both genomics and bioinformatics or only to one?

Applications can only be responsive to one of the infrastructure categories defined in this Funding Opportunity Announcement.

28. Will the same application components and page limits also apply to the bridge grants, or will there be separate instructions released for the bridge grants?

The application components are the same for all grant mechanisms.

29. I see that one of the Research Priorities is Technology Transfer Feasibility. However, I am not seeing which Mechanism of Support is appropriate for this priority. Could you clarify this for us?

For this Funding Opportunity Announcement, technology transfer projects must fall under one of the funding mechanisms provided. For example, a technology transfer project that requires clinical testing of a new therapy or drug could fall under a clinical research mechanism. It is the responsibility of the researcher to determine which of the funding mechanisms best fits the research they propose.

30. Do you accept Bio-sketches in NIH format?

Yes. This is the required format for Bio-sketches.

31. Are appendices allowed?

No.

32. What are the allowed page or character limits of each application component noted in Table 2 of your FOA?

The page/character limits for each item in Table 2 are listed below. Please keep in mind, some of these items are optional. Refer to the second column in Table 2 in the FOA for more information on each of these components.

General Project Information: No page/character limits. This section consists of simple questions and answers.

General Audience Abstract: 3,500 characters

Scientific Abstract: 2,100 characters

Health Impact: 3,500 characters

Tobacco Relatedness: 2,100 characters

Collaborator Information: No page/character limits.

Biographical Sketch: Follows NIH format. Not to exceed 5 pages.

Consultants: No page/character limits.

Research/Project Plan: Specific Aims (2,100 characters), Research Strategy (68,000 characters), Facilities and Other Resources (3,500 characters).

Human Subjects: No page/character limit. The questions for this section are built into the system. An example of the questions is available at the back of the FOA

Vertebrate Animals: No page/character limit. The questions for this section are built into the system. An example of the questions is available at the back of the FOA

Recombinant DNA: No page/character limit. The questions for this section are built into the system. An example of the questions is available at the back of the FOA

Stem Cells: No page/character limit. The questions for this section are built into the system. An example of the questions is available at the back of the FOA

Survey Instruments: No page/character limit. Simply upload any survey instruments used to conduct your research.

Table, Image or Graph: No page/character limit. Simply upload any tables, images, and graphs you wish include in your application.

Budget Template: No page/character limit. This is a simple downloadable template.

Letters of Support: No page/character limit.

Federal Agency Peer Review Summary Statement: No page/character limit.

Reportable Financial Interests: No page/character limits. This is a simple downloadable form.

Bibliography: This is an upload field, so not page limits apply.

CORRESPONDING PRINCIPAL INVESTIGATOR/LEAD INSTITUTION ELIGIBILITY

- 33. In the Eligible Applicants section, it says, “the Corresponding Principal Investigator must be a U.S. citizen or permanent resident.” Can an H1B visa holder apply for this (as the Corresponding PI)?**

No. H1B visa holders are not eligible to serve as the Corresponding Principal Investigator, but may serve as collaborators on research proposals.

- 34. Can the Corresponding Principal Investigator be from a Florida small business entity?**

No.

- 35. Can a researcher be listed as key personnel on two different grant applications if the projects are completely different and effort is not over-committed?**

Yes. A researcher can be a Corresponding Principal Investigator on only one application per program. However, they may serve as a co-PI or other collaborating role on other applications, provided they are not over-committed.

- 36. Are awards mainly reserved for big organizations or senior researchers? Would it be practical for an early career investigator to apply?**

The Biomedical Research Advisory Council (BRAC) will make recommendations on funding based on the blinded results of peer-review. The Department and the BRAC will also consider other programmatic interests, such as the availability of funds, and Program goals and preferences to form a funding recommendation to the State Surgeon General. To be eligible, researchers must be from eligible organizations, and must be full-time faculty members by the time the application is submitted. Early career investigators are encouraged to apply.

- 37. Can an adjunct associate professor apply for a grant through this funding opportunity as the Corresponding Principal Investigator if the university supports the proposed research and hires at full time if funded?**

To be eligible to apply as the Corresponding Principal Investigator, the researcher must be a full-time faculty member by the time the application is submitted. Temporary faculty

members, even though full-time, are not eligible to apply. They may serve as collaborators, but cannot be the Corresponding Principal Investigator.

38. Are tobacco use/smoking proposals fundable as Bankhead-Coley grants?

All Bankhead-Coley applications must be responsive to one of the research priorities listed within the Bankhead-Coley funding opportunity. Proposals for tobacco use/smoking are typically submitted to the James and Esther King Program rather than Bankhead-Coley.

39. Most of the statements in the FOA's "Screening" Priority refer to screening of humans for early detection of cancer or preventable cancer. Would "Screening" also include environmental assessment/screening mechanisms of environmental conditions associated with risk of cancer or tobacco-related diseases?

Environmental assessments can be included if they are used for early detection of cancer or preventable cancer in humans.

40. Per the FOA, "Clinical Research" can involve behavioral health interventions. Can it also include environmental interventions that "directly involve a person or group of people" in reducing exposure to risk conditions?

This is acceptable if the researcher can demonstrate how their proposed environmental intervention is consistent with at least one of the methods listed in the description of Clinical Research provided in the FOA.

41. We received a positive review and score of 21% for NIH/NCI R01 submission. Unfortunately, we were not funded due to budgetary constraints. Are we eligible to submit this for the Bridge funding mechanism?

No. Applications must have scored a 16% or better to be eligible for Bridge grants.

42. We are interested in applying for research funding from the state. We have done a preliminary study about "X". Our further study would focus on "Y". We would like to have your suggestion about the grant application---should we go smoking related funding or cancer related funding opportunity?

All applications submitted for this Funding Opportunity must respond to one of the research priorities listed in the FOA for the James and Esther King Biomedical Research Program, the Bankhead-Coley Cancer Research Program, or the Live Like Bella Pediatric Cancer Research Initiative. It is the applicant's responsibility to choose the research program and priority that best fits the research outlined in their application.

43. The FOA lists the following cancers in the Prevention and Treatment research priority: lung cancer, breast cancer, prostate cancer, colon cancer, and melanoma. My current research is focused on pancreatic cancer. Does that mean I am not eligible to apply?

Applications that demonstrate a clear connection to at least one of the cancers listed in the FOA will be given priority. However, applications addressing other cancers are not

barred from applying. For applications to the James and Esther King Biomedical Research Program, applicants may also submit applications focusing on tobacco-related diseases.

44. Would you be able to tell me what score a federal grant application should have to qualify for Bridge funding?

From the section on Bridge Grants section of the FOAs:

“To be eligible, applicants must have submitted a multi-year, investigator-initiated research application to a federal agency (such as an NIH R type). The applicant must have received a peer review summary statement indicating high scientific merit. For purposes of this competition, “high scientific merit” is a percentile ranking of 16th or better.”

45. I am interested in the program but I have questions that I would like answered to ascertain if my research fits into any of the categories.

Please see the answer to Question 42. All applications must fit one of the research priority areas as described in the Funding Opportunity Announcement (FOA). It is the applicant’s responsibility to determine which of the research priority areas best fits their proposed research project. Department staff will not provide feedback on the goodness of fit of any given research proposal with the research priorities stated in the FOA.

46. Can Research Infrastructure applications/awards include Multiple PIs (co PIs vs. co-Investigators)? And if the application includes multiple collaborating institutions, can there be a project PI from each institution?

This funding opportunity allows for multiple PIs from different institutions. Although there may be multiple PIs, there can be only one Corresponding Principal investigator. Please see the section titled “Eligible Applicants” found on page 14 of the Bankhead-Coley FOA, on page 15 of the King FOA, and page 11 of the Live Like Bella FOA, for a more detailed description of the role of the Corresponding Principal Investigator.

47. I received an NIR award in 2008 from the James and Esther King Biomedical Research Program. Am I eligible for this FOA?

Yes. Please see pages 15 and 17 in the James and Esther King FOA for more information on Eligible Applicants, and Duplicate Applications and Overlap Limits respectively. This information may also be found in the Bankhead-Coley FOA on pages 14 and 17, and in the Bella FOA on pages 11 and 13.

48. It says that there should be only one Corresponding Principal Investigator on the project, so I want to make sure the multiple PI constellation is not allowed. Is that correct?

Multiple collaborating PIs are allowed. However, there can only be one Corresponding Principal Investigator.

49. Is this following constellation acceptable: academic CPI as applicant and a small business as applicant organization.

No. The Corresponding Principal Investigator (CPI) must be a full-time faculty member at the lead institution. Small businesses cannot be the lead institution. An eligible institution is any university, research hospital, Florida-based Veteran's Administration, or established research institute in Florida.

50. If we submitted a previous version of this proposal to JEK last year, are we able to respond to the previous review on a separate "response to reviewers" page?

There is an area in the online application where applicants are asked to provide a summary of the areas that have been revised since the initial submission, and respond to comments or concerns raised during the previous review.

DEADLINES AND FUNDING DECISIONS

51. If I miss the LOI submission deadline am I still eligible to apply during this funding cycle?

No. Submission deadlines for both the LOI and the main grant application are not negotiable. Applicants are advised to plan ahead to avoid delays in submission.

52. When will we know your decision?

We anticipate announcing awards in March 2019 per the Funding Opportunity Announcement.

53. How will I be notified if I am funded?

You will receive an email from Department staff with a letter from the State Surgeon General informing you of the Department's intent to award funds to your institution. The email will contain information about the amount of funds to be awarded, and contact information for a grant manager who will be able to answer any questions you may have about the post award process. Later, you will receive another email containing the Terms and Conditions of the award. Research cannot begin on your project until this document has been executed.

54. How will I be notified if I am NOT funded?

You will receive notification via email within five business days of the official Department funding decision press release.

55. Will I receive my peer review comments?

All unfunded applicants will receive a peer review summary report when they are notified of the status of their application.

56. How many awards are expected to be made for each program?

There is no predetermined number of funded grants. The Biomedical Research Advisory Council (BRAC) will make recommendations on funding based on the blinded results of peer-review. The BRAC will also consider other programmatic interests, such as the availability of funds, and Program goals and preferences to form a funding recommendation for the State Surgeon General. It is not possible to specify the number of awards in advance of the results of peer review. To be eligible, researchers must be from eligible organizations, and must be full-time faculty members by the time the application is submitted.