

CFAR DEVELOPMENTAL AWARDS PROGRAMS

FOGARTY INTERNATIONAL TRAINING AWARDS IN HIV/AIDS – APPLICATION GUIDELINES

Funding for the Fogarty International Training Awards in HIV/AIDS are offered to UCSF researchers through a collaboration between **UCSF-GIVI Center for AIDS Research (CFAR) and UC, Berkeley's Fogarty International Center's AIDS International Training and Research Program (AITRP)** (http://www.fic.nih.gov/programs/training_grants/aitrp/index.htm).

A. Overview

This initiative seeks to enhance HIV/AIDS training opportunities (for individual scientists or training programs) from/in target countries with the goal of advancing international collaborations and funded research opportunities. Target countries included in the CFAR/UCB program are: Brazil, Thailand, India, China, and selected countries in Africa. Other countries will be considered.

Training activities should seek to support translational HIV/AIDS research bridging the interfaces between basic, clinical, and behavioral-epidemiological sciences as reflected in the research priorities represented by the CFAR mission (<http://cfar.ucsf.edu/mission>).

B. Funding Opportunity

The award level for this program is **\$25,000** in total costs, inclusive of 8% indirect costs. The number of grants awarded is determined by funding available. Funding will last for up to one year. Any carry forward of funding will require approval and must be fully justified.

All funds must be used for training activities, such as trainee stipends (cannot exceed NIH guidelines – see Stipend Table below), tuition, travel, and training-related expenses (health insurance, scientific meetings, incidental research expenses, and support of training programs in a trainee's home country). Stipends should cover living expenses (including rent) for US bound trainees.

NIH Trainee Annual Stipend Guidelines (FY 2007)

Predoctoral	\$ 20 772
Postdoctoral	
Years of Experience	
0	\$ 36,996
1	\$ 38,976
2	\$ 41 796
3	\$ 43 428
4	\$ 45 048
5	\$ 46 992
6	\$ 48 852
7 or more	\$ 51 036

C. Eligibility

A faculty member at UCSF or CFAR partner/affiliate (<http://cfar.ucsf.edu/cfarpartners>) sponsoring a foreign trainee (in San Francisco or in-country) or executing an in-country training program.

D. Proposal Basics

Provide your project title, the amount of funding you are requesting, your contact information, foreign contact information, and the contact information for any co-investigators/foreign scientists (including country of citizenship and country of permanent residence), and grant administrator information.

Indicate if you have been funded in the past 5 years by one of the following UCSF agencies (list titles of grants in detail. Include enough information to allow RAP to understand their content. Specify dollar amounts awarded and source of funds (e.g., CFAR).

- SOS
- REAC
- CFAR
- Cancer Center
- Academic Senate
- Departmental Startup Funds
- Other UCSF (explain _____)

E. Proposal Format Requirements

Your proposal should follow the format requirements below:

- Arial, font 11
- 0.5 inch for all margins
- 6-page limit, including figures and tables, excluding literature cited
- **No appendices**

F. Abstract (one paragraph only, max 500 characters summary of project including objective, design, duration of study, and statistical analysis of data).

G. Proposal

(maximum 6 pages, including figures and tables)

- a. Specific objectives (purpose of the training)
- b. Background, significance, and benefits
- c. Training Narrative
 - **For individual trainee applicants:** Describe the training agenda and objectives for the visiting/foreign scientist and how the proposed training will be executed and evaluated. If the training is part of a project, provide details on how this training supports or leverages the project. Include references to or support for current UCSF/UCB international projects and expectations for future research.
 - Describe the foreign/visiting scientist's past experience with AIDS-related work and any specific positions on projects
 - Describe the foreign/visiting scientist's research experience and how the proposed training will enhance this experience (if applicable)
 - Also, include information on the foreign institution and department that the foreign/visiting scientist will be representing and the scientist's position and length of time at the organization.
 - **For training programs:** Describe the training program, trainees, and materials and provide specifics as to how the program will be implemented and evaluated. Describe the program's intended benefits and how they relate to capacity building and research activities in foreign location. Include references to or support for current UCSF/UCB international projects.
- d. Timetable: Provide a timeline for the training or training program

H. Budget

The award level for this program is \$25,000 maximum total costs per proposal inclusive of 8% indirect costs) Use the NIH PHS 398 form "Page 4: Detailed Budget for Initial Budget Period" (<http://grants.nih.gov/grants/funding/phs398/fp4.doc>) to prepare your budget.

The table below describes the budget items which are allowable/not allowable for Fogarty International Training Awards:

Fogarty International Training Awards Budget	Allowable	Not Allowable***
PI Salary		X
Foreign/visiting scientist stipend	X	
Administrative Support		X
Supplies	X	
Equipment*		X
Software	X	
Personal Computers	X	
Mailing	X	
Tuition	X	
Travel	X	
Research Staff Support (e.g. SRA; Lab. Technician)		X
Patient Care		X
Indirect Costs – (8%) inclusive of \$25K award	X	
Others Expenses**	X	

*Travel for awardees is restricted to attendance at conferences where the awardee is presenting and must be fully justified

**Refer to UCSF *Charging Practices* for examples of allowable expenses

http://acctg.ucsf.edu/extramural_funds/policies/Practice.htm#NonPayrollExps

***Refer to UCSF *Charging Practices* for examples of unallowable expenses

http://acctg.ucsf.edu/extramural_funds/policies/Practice.htm#UnallowedExps

I. Budget Justification: justify all costs fully

J. Personnel / Background of Principal Investigators

- UCSF faculty sponsor(s) biosketch - Use NIH 398/2590 Biographical Sketch format page (<http://grants.nih.gov/grants/funding/phs398/biosketch.doc>).
- For each foreign/visiting scientist, please enclose a **curriculum vita** that includes present and past positions held (including present employment), education, any awards or honors received, and any publications and/or presentations at scientific meetings.
- For any key personnel, provide either a biosketch or description of their role(s) in the training or training program.

K. Letter of Support

Please provide a letter(s) of support from the training site(s)/institution(s) with signature. The site(s)/institution(s) should comment on the independence of the trainee(s) and/or availability of space and other resources for the proposed training.

L. Criteria for Review/Evaluation of Applications

Applications that are complete and meet eligibility requirements will be evaluated by an appropriate review committee convened by the UCSF Resource Allocation Program in accordance with the review criteria employed by the NIH which include five core areas: 1. Significance, 2. Approach, 3. Innovation, 4. Investigator, 5. Environment. Each of these criteria will be addressed and considered in assigning the overall score weighing them as appropriate for each application.

- 1. Significance:** What is the expected contribution of the proposed research training to the ability of the foreign trainees or site(s) to conduct HIV-related research? Will the proposed research training strengthen the necessary administrative and management skills at the foreign institution(s) and of the trainees to compete for future research support and conduct research? Will the proposed program develop a cadre of multidisciplinary (biomedical, behavioral and social sciences) researchers at the foreign institutions?
- 2. Approach:** What is the expected ability of the proposed training plan to maximize the return and integration of trainees into HIV-related research at the foreign institution(s) to build sustainable research capacity? How adequate is the proposed method to monitor the long-term impact of the HIV/AIDS and HIV-related research training experience on the subsequent careers of the trainees, the HIV-related research capacity at the foreign institution(s), and public health in the country(ies)?

3. **Innovation:** How does the proposed research training take advantage of the research infrastructure of the foreign trainee(s) and/or institution(s) and of previous and current investments and support from FIC, other NIH ICs, CDC, USAID or other organizations (e.g., President's Emergency Plan for AIDS Relief (PEPFAR), the Bill and Melinda Gates Foundation, the Global Fund for AIDS, TB and Malaria)? Does the proposed research training program take advantage of modern information technology to facilitate trainee access to scientific information, distance learning and collaborative interaction?
4. **Investigators:** Are the applicant, and training personnel (if applicable) named in the application appropriately trained and well-suited to achieve the goals and implement the activities of the proposed research training program? How strong and successful are the research collaborations between the applicant and collaborators at the foreign site?
5. **Environment:** Are the resources and research-training environment at the applicant institution and/or the foreign institution(s) adequate to achieve the goals proposed in the application?

M. CHR/IRB Approvals

No funding can be used for research activities; therefore, no CHR/IRB approvals are necessary for these awards.

N. Stipends / Training Expenses

Training activities, such as trainee stipends, tuition, travel, and training-related expenses (health insurance, scientific meetings, incidental research expenses, and support of training programs in a trainee's home country). Stipends should cover living expenses (including rent) for US bound trainees. (See NIH Stipend Table – Page 1).

O. Publications

All funded training projects will be required to acknowledge CFAR and UCB's AITRP support in all publications derived from this funding source and to submit copies of all manuscripts to the CFAR Administrative Office, Box VAMC 111V as follows:

This research was supported by grants from the National Institutes of Health, University of California, San Francisco-Gladstone Institute of Virology & Immunology Center for AIDS Research (P30 AI027763), and the Fogarty International Center of the National Institutes of Health, University of California, Berkeley, School of Public Health, Division of Epidemiology, Berkeley, California 94720-7360.

P. Progress Reporting

A progress report will be due to the CFAR Program office at the end of the project period (the report should reference training goals met, trainee follow up, etc). Funded applicants and/or trainees may be requested to make a presentation to the CFAR Scientific Council wherein they will summarize the progress made during the period of CFAR support.

Q. Program Contact

Should you have any questions regarding submission or reporting procedures, please contact Brenda Sanchez, CFAR Program Analyst, at 415-221-4810 x3672 or bsanchez@cfar.ucsf.edu.

Additional information related to application for funding can be found on the CFAR website: <http://cfar.ucsf.edu/Awards>.