

Administrative supplements to support interdisciplinary scientific collaborations between Centers for AIDS Research (CFARs) and nursing schools and research organizations supporting nursing research

Purpose

The purpose of this administrative supplement is to support innovative research on HIV-related nursing science from early stage investigators who are affiliated with nursing schools or research organizations that support nursing research. The National Institute of Nursing Research (NINR) intends to provide supplemental funds to CFARs to help develop collaborations between nursing schools or organizations that support nursing research affiliated with or near to CFARs. Through this award, NINR seeks to stimulate research that uses qualitative, quantitative, mixed methods and/or secondary data analysis of existing data, such as CNICS, to begin or advance a program of independent research. Although studies involving clinical trials are not allowed, applicants can use funds to conduct substantive background activities in planning of a clinical trial. Studies should address one of a broad range of high priority HIV-related nursing science areas including: the self-management of HIV disease and HIV-related comorbidities; understanding and managing the symptoms of HIV and HIV-related comorbidities, and; the prevention of HIV transmission. The collaborative experience is expected to produce high quality nursing science research and to foster research career advancement of these early stage investigators.

Mechanism

Funding will be in the form of a supplement to the Developmental Core with funds restricted for use in pilot studies to support innovative HIV-related nursing research. These funds are intended to support meritorious one-year pilot research projects up to \$75K in direct costs submitted as CFAR supplement applications in response to this announcement. Each eligible CFAR can submit only one application.

Eligible Individuals

The award is intended for early stage investigators who are in the process of developing an independent research career and who have not yet received an R01 or equivalent grant from the NIH. Post-doctoral fellows are eligible if they are in their final year and transitioning to a faculty position.

Applicants must have a research or health-professional doctoral degree. Individuals from underrepresented racial and ethnic groups as well as individuals with disabilities are encouraged to apply for NIH support. Multiple PDs/PIs are not allowed.

Research Description and Priorities

NINR-relevant AIDS-related nursing science areas may include, but are not limited to, the following:

Improving self-management among people living with HIV (PLWH) and HIV-related comorbid conditions

- Research aimed at improving long term, durable viral suppression and/or managing HIV-related comorbid symptoms and chronic conditions

- Research that leverages community-based organizations through linkages with clinic services to support long term durable HIV suppression or self-management of HIV and HIV-related comorbidities

Symptom experience and management among PLWH

- Research on HIV-related comorbid symptoms/clusters and HIV and health outcomes
- Research addressing the effectiveness of pain management strategies used by clinicians and PLWH and potential non-pharmacological, or alternative pain management strategies

Wellness and Prevention

- Research to improve uptake of Pre-exposure Prophylaxis (PrEP), Post-exposure Prophylaxis (PEP) among at risk, marginalized and underserved populations
- Research on the degree of integration and impact of “undetectable equals untransmittable” (U=U) knowledge into clinical practice, counseling and messaging, and, impact on health outcomes

More than a million people are living with HIV in the United States today. Racial and ethnic minorities have been disproportionately affected by HIV/AIDS since the beginning of the epidemic, and represent most new HIV diagnoses, people living with HIV disease, and deaths among people with HIV and are therefore a priority research population.

NOTE: Studies involving clinical trials are not allowed.

Receipt Date: June 18, 2018

Application Instructions

Requests submitted in response to this opportunity must use the [PHS 398 forms](#) (rev. 1/2018) and include the elements in the request packet as described below. Applicants must submit each application as an e-mail attachment to Rebecca.Henry@nih.gov and anamkung@niaid.nih.gov in one file, in PDF format; however, the signature of the institutional official must be clearly visible. Font size restrictions apply as designated within the PHS 398 instructions.

1) **Cover Letter** – Citing this Supplement Announcement, a request for an Administrative Supplement, and the following information:

- CFAR Principal Investigator and Supplement Project Director names
- Parent grant number and title
- Amount of the requested supplement
- Name and title of the authorized institutional official
- Phone, email, and address information for the PI, the PD and the institutional official

The cover letter must be signed by the authorized organizational representative/institutional official.

2) **PHS 398 Form Page 1** (Face page) ([MS Word](#) [PDF](#)) – Provide requested information as follows:

- The title of the project (Box 1) should be the title of the parent award and a descriptive title of the supplement application.
- Under title in Box 2, and the “yes” box should be checked.
- Enter name of CFAR PI and the name of the project director. (Example: Dr. Mary Jones (CFAR PI) and Dr. Jane Smith (Project Director)).
- The remaining items on the face page should be filled out in accordance with the PHS 398 application instructions.

3) PHS 398 Form page 2

Note: The project “summary” is that of the administrative supplement, not the parent grant. All other information requested on Form Page 2 should be provided.

4) A **brief proposal** describing the request (with parts 4a and 4b **not exceeding five pages** in total), should include:

- a. An introduction that clearly states the **scope of the overall request**, and the anticipated contribution of the requested supplement
- b. The **research project plan** should include the background and rationale for the proposed application; a description of the activities to be undertaken, and roles of key staff; expected outcome of these activities; expected follow-up plan upon completion of the supplement; a description of how the supplement and follow-up plan are expected to achieve this outcome (“value-added”); and plans to monitor and evaluate the ability of the activities to achieve the outcome. Most importantly, applicants must clearly indicate how the proposed activities outlined in the supplement request is expected to lead to development of the stated goals. Mentorship and collaborations must be explained.
- c. **Budget** for the supplement with a justification that details the items requested, including Facilities and Administrative costs and a justification for all personnel and their role(s) in this project. Note the budget should be **appropriate for the work proposed** in the supplement request. If funding for travel to a scientific meeting is included, it must be for the early stage investigator and must be for the purpose of presenting data from this supplement award.
- d. **Biographical Sketch** for all new Senior/Key Personnel and for mentors. Use the new biosketch format in MS Word. Please note the personal statement should be related to the CFAR supplement project.
- e. **Human Subjects/Vertebrate Animal documentation** (if applicable). Include a current Human Subjects/Institutional Review Board (IRB) or Vertebrate Animals/Institutional Animal Care and Use Committee (IACUC) approval date, if applicable required at time of funding. All appropriate IRB and IACUC approvals must be in place prior to the initiation of a project. NOTE: Studies involving clinical trials are not allowed.
- f. Further NIH-initiated administrative actions and approvals are required for ALL international studies (NOTE: this also includes the CFAR International Checklist requirement) and any clinical studies deemed above minimal risk or involving vulnerable populations.

- g. **PHS 398 Checklist Form** [MS Word](#) [PDF](#)
- i. TYPE OF APPLICATION. Check REVISION box and enter your CFAR grant number;
 - ii. Applicants must state that all federal citations for PHS grants will be met (e.g., human subjects, animal welfare, data sharing, etc).
- h. NO other support. This information will be required for all applications that will be funded. NIH will request complete and up to date “other support” information at an appropriate time after review.
- i. NO resource page (unless there are new resources that will be used for this request)
- j. NO appendices
- k. Submit a letter(s) of collaboration endorsing the proposed request from all substantial participants (e.g., CFAR PI and nursing school).
- l. If applicable, please include relevant letters of support for projects requiring access to data, samples, tissues, or etc. confirming access to the required resources.
- m. For transitioning post-doctoral fellows, please include a letter from your institution confirming the transition to a faculty position that includes the start date.

Application Review Process:

The applications will be administratively reviewed for responsiveness to the eligibility criteria above, as well as merit of the plan, approach and environment. In addition, applications will be reviewed for significance and relevance to the NINR mission

<https://www.ninr.nih.gov/aboutninr/ninr-mission-and-strategic-plan> and the Office of AIDS research priority areas.

https://www.oar.nih.gov/strategic_plan/fy2018/OAR_18_StrategicPlan_P10_508.pdf

Reporting

Awarded administrative supplements will be required to submit a progress report to be included in the annual progress report of the parent grant. Progress reports should include a summary of the supplement project and outcomes.

Scientific/Research Contact

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