Technical Assistance Webinar
RFA-MD-20-007

Limited Competition: Research Centers in Minority Institutions (RCMI) Coordinating Center (U24, Clinical Trial Not Allowed)

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March 26, 2020

Webinar starts at 3:00 PM EST

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Webinar Tips

Participants will be in <u>Listening Mode</u> and will not be able to ask questions verbally.

Participants may ask questions using the chat feature. Questions will be answered during the Q&A session at the end of the webinar as time permits.

These slides and a recording of today's webinar will be available on the NIMHD website: http://www.nimhd.nih.gov/.

Agenda

I. RFA background and objectives

II. Application information

III. Peer review of applications

IV. Timeline for application submission, review, and award

V. Questions

Part I

RFA Background and Objectives

Background

The NIH established the Research Centers in Minority Institutions (RCMI) program in 1985 in response to Congressional interest in expanding the national capacity for research in the health sciences by providing support to institutions that offer doctorate degrees in the health professions or health-related sciences and have a historical and current commitment to educating underrepresented students, and for institutions that provide health care services to medically underserved communities.

NIMHD recognizes the important role such institutions play in supporting scientific research and providing health care in underserved communities. These institutions are uniquely positioned to engage minority populations in research and in the translation of research advances into culturally competent, measurable and sustained improvements in health outcomes.

RFA-MD-20-007
Funding Opportunity Purpose (1/2)

NIMHD invites applications from eligible institutions to establish a national coordinating center (CC) for NIMHD-funded Research Centers in Minority Institutions (RCMIs). The RCMI CC will work closely with key personnel at all RCMI Specialized Centers and with NIMHD staff to help the centers collectively achieve their objectives to:

(1) enhance institutional research capacity within the areas of basic biomedical, behavioral, and/or clinical research;

(2) enable all levels of investigators to become more successful in obtaining competitive extramural support, especially from NIH, particularly on diseases that disproportionately impact minority and other health disparity populations;

RFA-MD-20-007
Funding Opportunity Purpose (2/2)

(3) foster environments conducive to career enhancement with a special emphasis on development of early career investigators;

(4) enhance the quality of all scientific inquiry and promote research on minority health and health disparities; and

(5) establish sustainable relationships with community-based organizations that partner with RCMI centers.

The RCMI CC will be responsive to requests generated by RCMI site key personnel, NIMHD, NIH, the scientific community, and the general public. Eligible applicant institutions for this FOA are limited to recipients of RCMI awards through RFA-MD-17-003, RFA-MD-17-006, RFA-MD-18-012, or PAR-11-132.

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Program Objectives (1/7)

The RCMI Coordinating Center (CC) will

serve as a national resource to help RCMI U54 centers achieve their primary goals (recall these were presented on the Funding Opportunity Purpose slide)

Program Objective (2/7)

The RCMI CC will collectively advance the science of minority health and health disparities through intellectual exchange and collaborative interactions that enhance research capacity and competitiveness at participating institutions.

Supporting information exchange, sharing of scientific expertise and best practices, leveraging research resources, and scientific dissemination across RCMI sites are considered essential to the success of the RCMI CC program.

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Program Objectives (3/7)

The RCMI CC is expected to help RCMI investigators take advantage of research and career development opportunities and address research needs as they arise in priority areas of basic biomedical, clinical, and behavioral and social sciences.

This can include promoting submission of applications by RCMI investigators to relevant NIH funding opportunity announcements, as well as ongoing NIH programs to support the development of early-career scientists, such as Research Supplements to Promote Diversity in Health-Related Research and educational programs like the NIMHD Health Disparities Research Institute.

Program Objectives (4/7)

The RCMI CC will also assist efforts to build capacity in RCMI U54 centers to not only engage communities in research as partners and participants but also to effectively communicate and disseminate their research findings that advance scientific knowledge at all levels to their communities. Specific discoveries that are useful to the community and have the potential to benefit health and well-being at the neighborhood, community and population levels can be promoted.

Program Objectives (5/7)

RCMI CC activities are expected to align with and support the objectives of the RCMI U54 centers in four key domains: (1) project administration and coordination among sites, (2) research resources to support scientific projects, (3) early-stage investigator development and mentoring, and (4) community engagement. Toward that end, the RCMI CC must have the following essential functions….Note: In this section there are a total of 12 bulleted "essential functions" and applicants are requested to read the RFA thoroughly and carefully.

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Program Objectives (6/7)

Additional activities may be proposed to promote collaboration among RCMI sites, contribute to the professional development of RCMI investigators, encourage interactions between the RCMI program and other NIMHD- and NIH-supported resources, and enhance the value, visibility and scientific impact of the RCMI program.

Examples include but are not limited to:

- Providing visiting scientist opportunities across RCMI U54 centers for pilot project recipients to foster collaboration and career development, and for senior investigators to promote mentorship and scientific exchange.

Examples continued….

- Coordinating submission of peer-reviewed manuscripts by RCMI investigators for publication in thematic special issues of scholarly journals.

- Fostering new or existing partnerships with local, county, or state health departments and small, for-profit businesses to address community health concerns.

- Assist efforts of RCMI U54 centers to assess or characterize improvements, relative to established baselines, in health-related knowledge and health outcomes at the community/neighborhood and higher levels resulting from dissemination of research advances.

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Part II

Application Information

Key Information

This competition is limited to recipients of RCMI-Specialized (U54) or RCMI G12 awards made under [RFA-MD-17-003](#), [RFA-MD-17-006](#), [RFA-MD-18-012](#), or [PAR-11-132](#), respectively.

Only one application (normally identified by having a unique DUNS number or IPF number).

Only New Applications* can be submitted in response to this FOA.

[* **New Application** (award, grant)](#); [https://grants.nih.gov/grants/glossary.htm#NewApplication(award,grant)](#) Refers to an application not previously proposed, or one that has not received prior funding. Also known as a Type 1.

RCMI CC Eligibility

Domestic Institution of Higher Education

- Received an average of less than $50 million per year of NIH support for the past three fiscal years.

- Awards doctorate degrees in the health professions or the sciences related to health.

- Has a historical and current mission to educate students from populations identified as underrepresented in biomedical research…. **OR…**Has a documented track record of:

(1) recruiting, training and/or educating, and graduating underrepresented students.

(2) providing clinical services to medically underserved communities (for institutions that deliver health care services).

Application and Submission Information

Letter of Intent (LOI)

A LOI is not required, is not binding, and does not enter into the review of a subsequent application. The information it contains helps NIMHD staff estimate potential review workload and plan the review meeting.

Prospective applicants are asked to submit a LOI that includes:

- Descriptive title of proposed activity
- Name(s), address(es), and telephone number(s) of the PD(s)/PI(s)
- Names of other key personnel
- Participating institution(s)
- Number and title of this funding opportunity

See FOA Part 2, Section IV.2 for instructions on submitting LOI

U24 Application Components (1/4)

Instructions for Application Submission

The following section supplements the instructions found in the SF424 (R&R) Application Guide and should be used for preparing an application to this FOA.

SF424(R&R) Cover

All instructions in the SF424 (R&R) Application Guide must be followed.

SF424(R&R) Project/Performance Site Locations

All instructions in the SF424 (R&R) Application Guide must be followed.

SF424(R&R) Other Project Information

All instructions in the SF424 (R&R) Application Guide must be followed.

U24 Application Components (2/4)

SF424(R&R) Senior/Key Person Profile…

- The PD/PI of the RCMI CC must be the lead Director of the CC and is the person responsible for overall management of the CC; if there are multiple PDs/PIs of the CC, the MPIs will serve as co-Directors. The relationship between the RCMI CC and the RCMI U54 centers should be one of equal and substantial partners in all joint activities.

- The RCMI CC team…significant experience & knowledge in: (1) basic biomedical research, behavioral and social sciences, and clinical research; (2) in program management and coordination; and (3) in support of activities to promote diversity in the scientific research workforce.

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U24 Application Components (3/4)

R&R Budget

All instructions in the SF424 (R&R) Application Guide must be followed.

The RCMI CC will be responsible for organizing and attending annual face-to-face meetings meant to facilitate coordination among RCMI U54 centers and any subcommittees in which they participate. The RCMI CC application budget should include funds for organizing the annual meeting and for travel of the RCMI CC PD(s)/PI(s) and other key personnel to the meeting. The RCMI CC is not responsible for the travel of participants from individual RCMI U54sites.

U24 Application Components (4/4)

R&R Subaward Budget

PHS 398 Cover Page Supplement

PHS 398 Research Plan

All instructions in the SF424 (R&R) Application Guide must be followed, with the following additional instructions:

Research Strategy *(discussed in following slides)*

Letters of Support *(discussed in following slides)*

Resource Sharing Plan: Individuals are required to comply with the instructions for the Resource Sharing Plans as provided in the SF424 (R&R) Application Guide. The following modifications also apply:

Data Sharing Plan.

Appendix: Only limited Appendix materials are allowed. Follow all instructions for the Appendix as described in the SF424 (R&R) Application Guide

RCMI CC Research Strategy (1/5)

1. Describe how the RCMI CC will work in close collaboration with approximately 18-20 RCMI U54 centers to facilitate and coordinate RCMI program activities nationally. Include plans for fostering communication and collaborative research arrangements between the U54 centers, such as through arranging and hosting monthly PD/PI conference calls as well as similar calls and support for the various U54 Cores as needed, as well as providing logistical support to the U54 centers and NIMHD staff to arrange a yearly RCMI grantee meeting. Include plans and mechanisms for maintaining active involvement of all U54 sites in all aspects of the program.

2. Describe plans and mechanisms for providing methodological consultation to RCMI investigators on study design, regulatory compliance, biostatistics and other technical areas to augment expertise and research resources at individual U54 sites.

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RCMI CC Research Strategy (2/5)

3. Describe plans for developing and maintaining a secure database to collect information from RCMI U54 centers on scientific advances from full research projects and pilot projects, as well as career development of pilot award recipients. Include plans for working with U54 centers to develop, adapt or use existing common structured data elements and performance metrics to assess progress on achieving programmatic objectives.

4. Describe how the RCMI CC will support RCMI activities aimed at diversifying the scientific workforce in basic biomedical research, behavioral and social sciences, and clinical research. Include plans and mechanisms to facilitate broad access to research mentors and other resources that can enhance the competitiveness and career development of diverse investigators. Highlight how the relevant expertise of the RCMI CC team will support these activities.

Research Strategy

5. Describe plans to assist community engagement efforts at RCMI U54 sites to:

(1) develop/maintain strong working relationships with community partners,

(2) increase minority participation in health-related research, and

(3) promote timely dissemination of research findings to communities to help address their health-related concerns.

6. Describe how the RCMI CC will function to serve as the RCMI program's point-of-contact for linking the U54 centers with other NIMHD-funded centers, other major NIH extramural programs, and the broader scientific community to promote collaborations in priority areas of basic biomedical research, behavioral and social sciences, and clinical research, especially in topics related to minority health and health disparities.

RCMI CC Research Strategy (4/5)

Research Strategy

7. Describe plans and mechanisms for informing and making visible scientific advances of RCMI investigators and affiliated scientists to the broader research community, policymakers, and other relevant stakeholders. Include plans for maintaining an up-to-date RCMI website with links to each RCMI U54 site and the NIMHD.

8. Describe the organizational plan and management structure for providing leadership and administrative support for RCMI CC activities and interactions with the U54 centers and NIMHD. Delineate the roles and responsibilities among key personnel at participating organizations.

Include plans for ensuring accountability for achieving program objectives.

Describe how the Steering Committee and any other advisory group(s) will be used to ensure successful completion of the stated aims. Applicants should avoid naming potential members of an advisory group, unless such persons have been consulted or contacted.

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RCMI CC Research Strategy (5/5)

9. Applications must include a plan for evaluating all activities supported by the RCMI CC, in line with the broader RCMI program goals. The evaluation plan must specify baseline metrics to be included for the participating RCMI U54 centers, e.g., numbers of research grant applications submitted and funded, research publications and other forms of scientific dissemination, scientific collaborations and partnerships, utilization/expansion of shared research resources and databases, as well as measures to gauge the short- and long-term success of the RCMI CC in achieving its objectives.

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RCMI CC Letters of Support

Applicants must provide letter(s) from the appropriate high-ranking institutional officials that:

- Indicate the commitment of the institution(s) to the RCMI CC goals and how its activities will be integral to the broad institutional vision for biomedical, behavioral, and/or clinical research.
- Specify any institutional support, for example financial support, dedicated space, salary support for professional or administrative staff, interface with other grants, centers, and initiatives, etc.
- Indicate the commitment of the institution(s) to participate in the RCMI program nationally and other national consortia working towards developing, adopting and implementing best practices in basic biomedical, behavioral, and/or clinical research and training.

Inclusion of Letters of Support in the application should adhere to the SF424 instructions and be combined into a single file attachment. The Letters of Support attachment should begin with a table of letter authors, their institutions, and the type of each letter (institutional commitment or resources; collaboration or role in the project; potential or current user of a resource or service provided in the application)..

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Award Information

Cooperative Agreement: Support mechanism used when there will be substantial Federal scientific or programmatic involvement. Substantial involvement means that, after award, NIH scientific or program staff will assist, guide, coordinate, or participate in project activities. See FOA Section VI.2 for details.

Clinical Trials Not Allowed: Only accepting applications that do not propose clinical trials

NIMHD intends to commit $1.0 million in FY 2020 to fund one award

Application overall budget cannot exceed $650,000 annually in direct costs (excluding consortium indirect costs)

The proposed project period cannot exceed 5 years.

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Part III

Peer Review of Applications

U24 Program Peer Review

- Applications will be examined for completeness and for responsiveness to the requirements of the RFA.

- NIMHD scientific review officer (SRO) will assemble a panel of experts (SEP) from the extramural community to peer review the scientific and technical merit of the applications.

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Preparations for Peer Review

FOA Specific Characteristics

- Program goals
- Mechanism specific characteristics
- Review Criteria: Specific to this FOA queries
- Additional Review Criteria (e.g. Human Subjects)

Administrative Review of Applications

- RFA requirements
- personnel
- expertise

Reviewer Selection

Scientific Expertise

- as defined in FOA
- collective content of the applications

Attention to Conflict of Interest

Diverse Representation

- gender
- demographics
- geography

Review Process

- Pre-Meeting Written Opinions
- Overall Impact Score
- Resume

Peer Review Criteria

Overall Impact

- Significance

- Investigators

- Innovation

- Approach

- Environment

Read Carefully the review criteria.

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Additional Review Criteria
(included in the determination of the overall score)

Human subjects

Protection of Human Subjects against research risk
Five criteria

Inclusion

Women

Children under the age of 18

Minorities

Other criteria

Vertebrate Animals
Four criteria

Biohazards

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Additional Review Considerations
(not included in the determination of the overall score)

Other application information which is assessed but not included in the determination of the impact score

- Select Agents Research
- Resource Sharing Plan
- Budget and Period of Support
- **Authentication of key Biological and/or Chemical Resources**

http://grants.nih.gov/reproducibility/index.htm

U24 Program
Peer Review Meeting

Some applications may be "streamlined" -- not discussed (ND)

- Applications may undergo a selection process in which only those applications deemed to have the highest scientific and technical merit (generally the top half of applications under review) will be discussed and assigned an overall impact score.

Final Impact Score based on average of all voting reviewers x 10

- Scores range from 10 (exceptional) to 90 (poor)

A summary statement for all applications would be available approximately 30 days after the review meeting

Do not contact the members of the review panel!

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Videos on Peer Review Topics

The Center for Scientific Review has produced videos with an inside look at peer review for scientific and technical merit and with tips for preparing applications.

https://era.nih.gov/era_training/era_videos.cfm

Resources For Using ERA Commons

https://era.nih.gov/sites/default/files/eRA-Commons-Resources.pdf

Problems with Submission Processing

Always contact ERA Service Desk.

http://grants.nih.gov/support/

In Doubt

Phone NIH

- Peer Review, Program and Grant Administration Contacts are included on the last slide of this presentation and in the RFA.

Part IV. Timeline

- Letter of Intent Due Date: April 5, 2020
  - **Note: LOIs can still be submitted after April 5**

- Application Due Date: May 5, 2020

- Peer Review Meeting: July 2020

- Council Review: August 2020

- Earliest Start Date: September 2020

Participant Questions

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