Mayo Clinic and ASU Alliance for Health Care  
Collaborative Research Seed Grant Program 2019

The ASU and Mayo Clinic collaborative research seed grant program has three (3) significant deadlines for the 2019 program:

1. The required letter of intent (LOI) requires an abstract of the proposed study, its significance, and alignment with the strategic areas listed below. The abstract is limited to 500 words. It must provide evidence of both PIs engaged in the potential collaborative project. Include the names and titles of all ASU and Mayo Clinic team members, and with the lead PIs from ASU and Mayo Clinic each submitting a Biosketch that uses NIH formatting. These names will not be counted toward the 500 word limit. The LOI is due **May 4, 2018 by 5:00pm MST.**

2. A study section composed of representatives from the Mayo Clinic and ASU will review and rank submitted abstracts in regards to their significance and alignment with the strategic areas listed below. Principal investigators will be invited to submit full proposals. Email notifications will be sent by **June 1, 2018.**

3. Full proposals are due **August 31, 2018 by 5:00pm MST.**

**Purpose:** The ASU and Mayo Clinic Research Collaboration is offering a Seed Grant Program to encourage new collaborative research projects between Arizona State University (ASU) investigators and Mayo Clinic investigators. Consideration will be given to all projects, especially those in research areas of strategic importance to the ASU and Mayo relationship: Cancer; Neuroscience (e.g., neurobiology, aging, dementia, movement disorders, addictions, mental illness); Infectious Diseases, Metabolic Disease/Obesity (e.g., nutrition, microbiomes, exercise/lifestyle); Sports Medicine and Human Performance; and Aging. This will include special focus on the following capabilities -- Biovisualization: Molecular and Medical Detection and Imaging; Biomedical Informatics; Healthcare Delivery and Disease Management; Health Disparity; and Regenerative and Rehabilitative Medicine.

The projects selected for funding will be those that involve an active, hands-on role of both the ASU investigators and the Mayo Clinic investigators. The projects should be well-designed pilot studies with clear milestones that ultimately meet the following expectation: within 18 months of being awarded a Seed Grant, a competitive, collaborative proposal will be submitted to an extramural, peer-review agency or foundation. Furthermore, it is expected that the resulting new proposal will have a total budget of at least 10 times the amount of the Seed Grant investment.

Research projects may be laboratory or clinic-based. Highest priority will be given to new projects with the greatest likelihood of enhancing future collaboration between ASU and all Mayo Clinic campuses. The site of the work may be at either Mayo Clinic or ASU, or both.

**Awards:** Individual projects are eligible for funding up to but not greater than $50,000 per year for total project costs. Awards will be announced in October 2018 and activated on January 1, 2019, contingent on receipt of all required approvals. Projects must be completed and funds spent by December 31, 2019.

**Eligibility:** ASU tenured and tenure-track faculty and Mayo Clinic consultant, senior associate consultant, and associate consultant faculty are eligible. To confirm your eligibility, see program contacts at the end of this RFA. Each proposal must identify a single principal investigator (PI) representing each organization. Only one letter of intent (LOI) and one full application per PI will be accepted. An individual
PI is eligible for only one award annually. PIs and key personnel who have been awarded seed grant funds from this or similar programs since 2015 are ineligible and cannot submit LOI’s or proposals.

**Cost Items Supported:** Cost items that may be included in the Seed Grant proposal budget are as follows:

- The collection and analysis of pilot data to be used in a multi-investigator proposal
- Specialized research equipment critical to concept development
- Travel to collaborating research groups for data collection
- Literature and data archive searches, copying research materials
- Workshop participation or training to enhance research capability
- Technical or support personnel
- Outside Consultants

Neither ASU nor Mayo Clinic will charge institutional indirect rates to Seed Grant projects. Principal investigator compensation, routine capital equipment costs, and travel costs for scientific meetings are not supported through this mechanism.

**Letter of Intent (Required):** ASU PI’s (or their ASU representative) must submit a letter of intent (LOI) to https://asu.infoready4.com/#competitionDetail/1770338. The LOI should address the following: an abstract of the proposed study, its significance, and alignment with the strategic areas listed above. The abstract is limited to 500 words. Include the names of all ASU and Mayo Clinic team members, as well as the biosketches for just the ASU and Mayo Clinic PIs. If either PI is a previous seed grant recipient (prior to 2015 ONLY), a statement that details how that award was or was not transitioned into externally sponsored funded collaboration must be included as well. The letter of intent is due by **5pm, May 4, 2018**. Upon submission of the LOI, you will be asked to certify that all PI’s are aware of the proposed collaborative project. A study section composed of representatives from the Mayo Clinic and ASU will review and rank submitted abstracts with regard to their significance and alignment with the strategic areas of interest. Email invitations for full proposal submission will be sent to the ASU and Mayo Clinic PI by **June 1, 2018**.

**Invited Applications:** The invited full proposal should not exceed six (6) pages (single-spaced, 12-point font).

The **Cover Page** should include:

- Title
- List of investigators and their respective institutional affiliation
- One paragraph abstract summarizing the study

The remaining **five pages** should contain the project description using the following headings:

- Hypotheses and Specific Aims
- Significance
- Methods (including clear and specific contributions by each investigator)
- Statistical Methods, if applicable
- Interpretation of Possible Study Results (both positive and negative)
• Data Milestones
• Budget Summary and Justification
• Future Proposed Extramural Funding Source (agency or foundation and program), Expected Budget, and Submission Date

Additional materials/appendices (not included in the six pages described above):

• References
• Detailed budget sheet, encompassing budget information from both Mayo and ASU (see below for template)
• Biosketches for all the ASU and Mayo Clinic Principal Investigators and team members, include relevant publications/scholarly contributions during the last three years plus a list of current awards and pending proposals using the NIH biosketch format.
• Past seed grant recipients must describe submitted and funded proposals that resulted from the prior seed grant funding round(s). There is no page limit for this document. Please note, that if you have received past seed awards as PI’s and key personnel since 2015, you cannot submit an LOI to be advanced to full proposal.
• Proposal budgets that include subawards, consultants or other third party involvement outside of ASU and Mayo must indicate that upon uploading the application. Please describe the nature of the relationship and include any flow down obligations (e.g., IP management provisions) that apply due to that third party involvement. Proposals that involve biospecimens transfer must indicate that upon uploading the application.
• Proposals that involve animals must include the following IACUC information in a separate word or PDF document:
  1. **Species:** List the species and numbers of animals to be used.
  2. **Procedures:** Briefly describe each of the procedures to be performed on live animals.
  3. **USDA Category of Pain or Distress:** List the highest USDA Category of Pain and Distress (C, D, or E).
  4. **IACUC approval:** Provide current or pending protocol number and institution.
     ** If awarded, the account will not be set up until IACUC approval is obtained.
     *** If IACUC approval is needed, the process will flow through the site conducting the animal research.
• Proposals that involve humans must include the following IRB information in a separate word or PDF document:
  1. **Human Subjects Involvement, Characteristics, and Design:** Describe the proposed involvement of human subjects in the work outlined in the Research Strategy section.
  2. **Potential Risks:** Describe the potential risks to subjects (physical, psychological, financial, legal, or other), and assess their likelihood and seriousness to the human subjects.
  3. **Protections Against Risk:** Describe planned procedures for protecting against or minimizing potential risks, including risks to privacy of individuals or confidentiality of data, and assess their likely effectiveness.
  4. **Current or pending protocol number and institution if applicable.**
     ** If awarded, the account will not be set up until IRB approval is obtained.
     *** Please note that Mayo Clinic will provide IRB approval and must be notified well in advance of award set up.
Budget: A detailed budget outlining the costs of the project should be submitted with the proposal using the standard template (found below). The funding period is 12 months (January 1, 2019 through December 31, 2019).

Mayo Clinic investigators interested in submitting an application for funding are required to contact the Office of Sponsored Projects Administration (OSPA), via email at mcaresearchgrants@mayo.edu (Arizona) and researchadmin@mayo.edu (Rochester or Florida). Mayo OSPA cannot ensure the completion and accuracy of any applications received less than 3 business days prior to the submission deadline.

ASU investigators are required to notify their research advancement personnel to start the proposal development process. ASU Office of Research and Sponsored Project Administration (ORSPA) review is not required prior to submission, but an ERA proposal workspace is required (to receive credit for a faculty activity report). Please work with your Research Advancement team member to complete this item prior to submission.

Evaluation: A Study Section, with members from ASU and Mayo Clinic, will evaluate the proposals. Outside reviewers may be invited to participate, as needed. The Study Section will prioritize proposals by focusing on several key elements, including scientific interest and innovation, validity of the proposed methodology, evidence of a true collaborative effort with meaningful contributions from all investigators, and the likelihood that the protocol, if successful, will lead to a competitive external grant application or otherwise significantly enhance future ASU and Mayo Clinic collaborations. The final selection of proposals to be funded will be made by senior leadership at ASU and Mayo Clinic. Awards will be announced in October 2018.

Submission Instructions: Only invited full proposals will be accepted. The primary investigator from ASU shall submit an electronic version of the proposal online and will be provided a submission link as part of the notification process. Deadline is 5:00pm, August 31, 2018.

Organization of Submission Materials: For full proposal, please submit a single PDF comprised of the following items:

1. Cover Page (1 page)
2. The project description (5 pages)
3. Budget (4 pages)
4. Biosketches
5. If either PI is a previous seed grant recipient, all previous seed awards must be listed (include title, collaborators, duration, and research outcomes). In addition, you must provide details with regards to how the award was or was not transitioned into externally sponsored funded collaboration(s). (No page limit)
6. Ancillary support materials (e.g., IACUC/IRB questions) (No page limit)

Reporting Requirements:
- A progress report is required 12 months following award and should provide an overview of project progress against proposed milestones, as well as highlight progress toward pursuit of external funding (template will be provided by ASU).
• One no cost extension can be exercised at the end of 12 months only with a completed progress report on file. The one time no cost extension is limited to a maximum of six months.
• A final written report, including one copy of the research proposal submitted to the external funding source, must be submitted to the program office within 6 months of project completion.

Investigator Questions:
For scientific questions or assistance in identifying a potential collaborator, please contact:

**Arizona State University**
Cheryl Conrad, Ph.D.
Assistant Vice President, Research Development
(480) 965-7465
Cheryl.Conrad@asu.edu

**Mayo Clinic, Arizona campus**
Hugo Vargas, M.D.
Medical Director, Office of Clinical Research
Vargas.Hugo@mayo.edu

For all other questions regarding the Seed Grant Program, please contact:

**Arizona State University**
Robert Brier
Director, Research Development
(480) 727-7680
ResearchDevelopment@asu.edu

**Mayo Clinic, Arizona campus**
Craig Stewart
Manager, Operations, Office of Sponsored Projects Administration
(480) 301-4593
Stewart.Craig@mayo.edu

**About the Alliance:**
Together, through the Mayo Clinic and Arizona State University Alliance for Health Care, the recognized world leader in patient care, education and research and the nation’s most innovative university are bringing the brightest minds together to accelerate cutting-edge research discoveries, improve patient care through health care innovation, and transform medical education to enhance health outcomes at individual, community and national levels.
Arizona State University and Mayo Clinic Partnership for Collaborative Research Seed Grant Program

1. **DETAILED PROJECT BUDGET- ASU**

<table>
<thead>
<tr>
<th>PERSONNEL</th>
<th>DOLLAR AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Role on Project</td>
</tr>
<tr>
<td>-----------</td>
<td>-----------------</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**DETAILED PROJECT BUDGET**
**DIRECT COSTS ONLY**

<table>
<thead>
<tr>
<th>FROM</th>
<th>THROUGH</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 1, 2019</td>
<td>December 31, 2019</td>
</tr>
</tbody>
</table>

**PERSONNEL**

<table>
<thead>
<tr>
<th>Name</th>
<th>Role on Project</th>
<th>Effort on Project (person months)</th>
<th>Salary for Project</th>
<th>Fringe Benefits</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**DEPARTMENTAL TOTALS**

<table>
<thead>
<tr>
<th>ADMINISTRATIVE CORE SERVICES</th>
<th>(Itemize by category)</th>
<th>SUBTOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>EQUIPMENT</td>
<td>(Itemize)</td>
<td>SUBTOTAL</td>
</tr>
<tr>
<td>SUPPLIES</td>
<td>(Itemize by category)</td>
<td>SUBTOTAL</td>
</tr>
<tr>
<td>TRAVEL</td>
<td></td>
<td>SUBTOTAL</td>
</tr>
<tr>
<td>OTHER EXPENSES</td>
<td>(Itemize by category)</td>
<td>SUBTOTAL</td>
</tr>
</tbody>
</table>

**TOTAL DIRECT COSTS FOR BUDGET PERIOD**

<table>
<thead>
<tr>
<th>TOTAL DIRECT COSTS FOR BUDGET PERIOD</th>
<th>$0.00¹</th>
</tr>
</thead>
</table>

**TOTAL INDIRECT COSTS FOR BUDGET PERIOD**

<table>
<thead>
<tr>
<th>TOTAL INDIRECT COSTS FOR BUDGET PERIOD</th>
<th>$0.00¹</th>
</tr>
</thead>
</table>

**TOTAL COSTS FOR BUDGET PERIOD**

<table>
<thead>
<tr>
<th>TOTAL COSTS FOR BUDGET PERIOD</th>
<th></th>
</tr>
</thead>
</table>

¹ Neither ASU nor Mayo Clinic will charge institutional indirect rates to Seed Grant Projects, per the funding announcement.
2. BUDGET JUSTIFICATION

Personnel

Material and Supplies*
Proposal budgets that include subawards and consultants outside of ASU and Mayo must include adequate justification for inclusion as well as describing the nature of the relationship and any intellectual property management provisions and/or requirements.
Arizona State University and Mayo Clinic Partnership for Collaborative Research Seed Grant Program

2. **DETAILED PROJECT BUDGET – MAYO**

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Dollar Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Role on Project</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Subtotals**

- **Administrative Core Services** (itemize by category)
  - **Subtotal**
- **Equipment** (itemize)
  - **Subtotal**
- **Supplies** (itemize by category)
  - **Subtotal**
- **Travel**
  - **Subtotal**
- **Other Expenses** (itemize by category)
  - **Subtotal**

**Total Direct Costs for Budget Period**

**Total Indirect Costs for Budget Period** $0.00

**Total Costs for Budget Period**

---

2 Neither ASU nor Mayo Clinic will charge institutional indirect rates to Seed Grant Projects, per the funding announcement.
* Mayo Clinic investigators are required to contact the Office of Sponsored Project Administration (OSPA) for assistance in developing an appropriate budget.
2. BUDGET JUSTIFICATION

Personnel

Material and Supplies
* Proposal budgets that include subawards and consultants outside of ASU and Mayo must include adequate justification for inclusion as well as describing the nature of the relationship and any intellectual property management provisions and/or requirements.