# NIH GUIDE for GRANTS and CONTRACTS

U.S. DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

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IN THIS ISSUE:



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*HAVE YOU MOVED?*

*If your present address differs from that shown on the address label, please send your new address to: Grants and Contract Guide Distribution Center, Division of Research Grants, NIH, Room 219, Westwood Building, Bethesda, Maryland 20014, and attach your address label to your letter. Prompt notice of your change of address will prevent your name from being removed from our mailing list.*


*The GUIDE is published at irregular intervals to provide policy and administrative information to individuals and organizations who need to be kept informed of requirements and changes in grants and contracts activities administered by the National Institutes of Health.*

*Supplements, printed on yellow paper, are published by the respective awarding units concerning new projects, solicitations of sources, and requests for proposals.*

# IN THIS ISSUE: (continued)

# YOUNG ENVIRONMENTAL SCIENTIST HEALTH RESEARCH GRANT PROGRAM, NATIONAL INSTITUTE OF ENVIRONMENTAL HEALTH SCIENCES

ANNOUNCEMENT

This supersedes the announcement published in the *NIH Guide for Grants and Contracts*, Vol. 6, No. 1, pages 1 through 4, January 7, 1977.

The National Institute of Environmental Health Sciences (NIEHS) whose mission is to develop new knowledge and scientific manpower in the area of the effects of environmental agents on the health of man will support a limited number of Young Environmental Scientist Research Grant awards in selected areas of environmental health sciences.

The Young Environmental Scientist Health Research Grant Program is intended to:

- encourage young investigators to develop an interest in basic and applied aspects of problems in environmental health sciences,
- provide support for initial research efforts of investigators in areas of environmental health sciences,
- foster the career development of independent young investigators in both fundamental and applied areas related to the mission of the NIEHS.

It is hoped that the Young Environmental Scientist Health Research Grant Program will provide the means for promising young scientists to develop modest investigative programs of their own choosing compatible with the interests of the NIEHS. While this program will be limited in scope and degree of support, it is envisioned that the initial impetus provided by this mechanism will have lasting effects in terms of long-term career interest and development. At the present time, the research areas of program interest include: environmental mutagenesis, carcinogenesis, and teratogenesis; environmental epidemiology and statistics; environmental pathology; environmental pharmacology and toxicology; behavioral toxicology; and marine biomedicine and pharmacology. The emphasis of these areas is on identification of environmental hazards, development of test methods for risk assessment, pollutant pharmacokinetics in both the body and the external environment, and molecular and cellular mechanisms of damage.

The status of the Young Environmental Scientist Health Research Grant Program will be reviewed periodically to determine whether the program should be continued. To assess the effectiveness of the program in

fulfilling its objectives, the Institute intends, after termination of each project, to follow the progress of the recipient to determine the investigator's professional affiliation(s), subsequent grant or contract support, and record of scientific publications.

The criteria for eligibility in terms of the project, the investigator, and the sponsoring institution are as follows:

The project must be

- relevant to environmental health science problems and the programs of the NIEHS;
- a discrete, well designed research or pilot study, designed for completion within three years, that answers a specific scientific question, not a supplement to a project supported by other funds;
- acceptable in accordance with established NIH criteria for scientific merit.

The investigator must

- devote at least 50% of his/her time to the project;
- have a doctoral degree by the time of the award but be not more than seven years beyond the last doctoral degree at the time of the requested start date. This time limitation may be extended an additional three years for those individuals trained in other disciplines who are moving into the environmental health sciences;
- be a citizen or noncitizen National of the U.S. or its possessions or territories, or have been lawfully admitted to the United States for permanent residence;
- not be or have been a recipient of an NIH individual fellowship award, Research Career Development Award, nor the principal investigator on a research grant, research contract, or the equivalent, either at present or in the past. Individuals who are or have been supported under the minority Biomedical Science programs or the Biomedical Research Support program may apply but may not hold a young environmental scientist award concurrently with any other NIH award;
- provide for submission of three letters of recommendation attesting to the suitability of the applicant for the award.

The applicant institution, through the chairperson of the sponsoring department, must

- provide the space and facilities necessary to pursue the project;
- indicate an interest in, and commitment to, the project for the duration of the study;

- release the principal investigator from other responsibilities for the proportion of time or effort to be devoted to the project continuous throughout the project period;

- provide a sponsor who is knowledgeable of the research proposal and who will provide guidance for the program.

## SUPPORT PROVIDED BY THE GRANT

The Young Environmental Scientist Health Research Grant will provide support for a period of up to three years in an amount not to exceed $90,000 direct costs, of which no more than $35,000 may be requested for any 12-month period. These grants are not renewable and because of their special nature certain limitations are placed on the items which can be supported, as specified below.

### Personnel

- Salary and fringe benefits for the principal investigator may be requested to the extent that they reflect the time or effort devoted to the project. In no event, however, will the salary support of the investigator (exclusive of fringe benefits) exceed $22,500 per year from this grant. The effort of one part-time technical assistant may also be supported, if justified in terms of the research.

### Equipment

- The facilities available should include most of the necessary equipment. Some specialized equipment essential to the specific research effort may, however, be justified. Only in unusual and well justified circumstances should equipment purchases be made during the third year of the award.

### Supplies

- The cost of supplies must be detailed and justified.

### Travel

- Funds may be requested for the project-related travel and one national meeting per year for the principal investigator. The meeting agenda should reflect a close association with the research project.

### Other Expenses

- All other expenses will be judged on an individual basis, and must be clearly justified as necessary to performance of the research effort.

Indirect Costs

- Indirect costs will be provided in accordance with established DHEW policies for regular research grants.

## APPLICATION

Applications should be submitted on the regular research grant form NIH or PHS 398. The original copy of the application and the folder in which it is submitted should be clearly labeled NIEHS Young Environmental Scientist Health Research Grant. The application should be prepared according to the instructions in the kit.

In addition to the application, the chairperson of the sponsoring department should submit a signed statement detailing the commitments made to the project. This statement should accompany the completed application.

The completed grant application should be mailed to the Division of Research Grants, National Institutes of Health, Bethesda, Maryland 20014. Upon receipt of each application at NIH, a postal card acknowledging receipt will be mailed to the investigator. When the application has been assigned to an initial review group (study section), the applicant will again be notified by mail. The applicant should ask three present or former supervisors or preceptors to send a letter to the review group in the Division of Research Grants attesting to his/her potential for conducting research but these need not comment on the merit of the specific project. These reference letters should not be mailed to NIH until the applicant has received the middle part of the Receipt Card indicating the review group (study section) and its address. The applicant is responsible for making the necessary arrangements to insure that the reference letters are mailed by the supervisors/preceptors directly to the review group. (NIH staff is unable to respond to individual inquiries concerning the receipt of these reference letters.)

Applications will be accepted for one receipt deadline date each year. The next receipt date is March 1, 1978, for final review at the September/October 1978 meeting of the National Advisory Environmental Health Sciences Council. The results will be announced in November and the earliest beginning date will be December 1978.

Questions or requests for further information should be directed to Dr. Edward Gardner, Jr., Program Manager, Scientific Programs Branch, Extramural Program, National Institute of Environmental Health Sciences, P.O. Box 12233, Research Triangle Park, North Carolina 27709; telephone: (919) 755-4019.

## NATIONAL RESEARCH SERVICE AWARDS

## FOR

## INSTITUTIONAL GRANTS

## C O R R E C T I O N

The phone number listed for Dr. Christopher Schonwalder in the NRSA announcement, Vol. 6, No. 20, November 14, 1977, ATTACHMENT, page 4, is incorrect. The correct number is (919) 755-4022.

## REQUEST FOR RESEARCH GRANT APPLICATIONS

## IN OCCUPATIONAL SAFETY AND HEALTH

**ANNOUNCEMENT**

The National Institute for Occupational Safety and Health (NIOSH) invites research and demonstration grant proposals for investigations that will promote occupational safety and health and prevent disease.

Innovative approaches designed to define occupational safety and health problems and recommend solutions, understand and prevent occupational diseases and accidents, and eliminate or control hazards are welcome.

At this time, primary emphasis is placed on investigations related to cause and prevention of occupational skin, neurologic, respiratory, and musculoskeletal and back disorders; reproductive effects of occupational hazards; occupational safety; and control technology for occupational hazards.

In addition, other emphasis areas include, but are not restricted to, occupational safety and health-related behavioral and motivational factors, epidemiology, ergonomics, physiology, toxicology, pathology, effects of physical agents, head and body protection, biological and environmental sampling and analysis, and the development of physical and chemical analytical methods.

I. METHOD AND CRITERIA OF REVIEW

A. Review of Program Responsiveness

Although we anticipate that the vast majority of applications received in response to this request will be assigned to the National Institute for Occupational Safety and Health, if a particular application is more appropriate to the program plans of another Institute, it will be assigned to that Institute.

B. Review Procedures

All proposals will be reviewed in accordance with the usual peer review procedures and will compete with other proposals for funding.

## II. METHOD OF APPLYING

### A. Letter of Intent

Prospective applicants may submit a brief synopsis (2-3 pages) of the proposed research objectives, study design, and estimated budget. A letter of intent is not binding. The letter of intent should be submitted to:

C. Ilana Howarth
Research Grants Program Officer
Grants Administration and Review Branch, OECSP
Room 8-63, Parklawn Building
National Institute for Occupational Safety and Health
5600 Fishers Lane
Rockville, Maryland 20857

Telephone: (301) 443-4493

### B. Format for Applications

Applications should be submitted on form PHS 398, available in the business or grants and contracts offices of most academic and research institutions.

### C. Application Procedure

New applications must be received on or before the regular receipt dates of March 1, July 1, or November 1.

The original and six copies of the application should be sent to:

Division of Research Grants
National Institutes of Health
Room 240, Westwood Building
Bethesda, Maryland 20014

## MORATORIUM IN THE RESEARCH DEVELOPMENT GRANT OF THE DIVISION OF NURSING

ANNOUNCEMENT

The Division of Nursing, Health Resources Administration, announces a moratorium in receipt of new institutional research project applications. Under the names "Faculty Research Development Grant" and "Research Development Grant", projects have been supported in Schools of Nursing and other nonprofit agencies since 1967. Their purpose was to strengthen the research resources and climate of the institution, extend research capbilities of the faculty and/or staff, and enable faculty and/or staff to conduct initial studies of significant nursing research questions.

Guidelines for these institutional research projects presently are under review, and will be reissued in the form of a new program announcement when such review is completed. In the interim, no new institutional research grant applications are being accepted.

## REVIEW SCHEDULES AND REVISED APPLICATION RECEIPT DATES

NOTICE

The review schedules below for competing grant applications became effective January 1, 1976.

> NOTE: *The receipt dates are being revised only for supplemental applications. Effective April 1, 1978, all supplemental applications will be received on June 1, October 1, or February 1. All other receipt dates remain the same.*

REVIEW SCHEDULE AND RECEIPT DATES

| Receipt Date | Study Section Meeting | Council Meeting |
|---|---|---|
| Feb. 1[1/] Mar. 1[2/] | June | September (3rd and 4th weeks)<br>October (1st and 2nd weeks) |
| June 1[1/] July 1[2/] | October - November (4th week of October - 1st to 3rd weeks of November) | January (4th week)<br>February (1st week) |
| Oct. 1[1/] Nov. 1[2/] | February - March (4th week of February - 1st to 3rd weeks of March) | May (3rd and 4th weeks) |

1/ Receipt dates for institutional and individual National Research Service Awards, Research Career Development Awards, program projects and centers, all competing renewal applications and *all supplemental applications*.

2/ Receipt dates for all new research grant applications not identified above.

REQUEST FOR RESEARCH GRANT APPLICATIONS: RFA

NATIONAL CANCER INSTITUTE

ANNOUNCEMENT

TITLE: *PLANNING MODEL CANCER PREVENTION PROGRAMS AT THE COMMUNITY LEVEL*

The Division of Cancer Control and Rehabilitation (DCCR) of the National Cancer Institute is inviting grant applications from interested investigators for the purpose of developing cancer prevention programs in environmental carcinogenesis.

This type of solicitation (the RFA) is utilized when the Division wishes to stimulate investigator interest in a particular area that is important to the National Cancer Program. Unlike the Request for Proposals (RFP's), the RFA is supported through the customary NIH grant-in-aid and is governed by the policies for investigator initiated grants. All applications in response to the RFA will be reviewed by an appropriate peer review group of NIH. Approved applications that receive grant awards will be administered in the same fashion as all NIH grants.

Applications should be prepared in accordance with the aims and requirements which are described in the following sections.

I. PROGRAM SPECIFICATIONS

- A. Division of Cancer Control and Rehabilitation
- B. Objectives
- C. Scope of this Solicitation
- D. Mechanisms of Support

II. METHOD AND CRITERIA FOR REVIEW

- A. Review Procedures
- B. Review Criteria

III. METHOD OF APPLYING

- A. Letter of Intent
- B. Application Format
- C. Application Procedure

Questions concerning this announcement should be directed to Dr. Marcia Litwack; telephone, (301) 427-7269.

TITLE: *PLANNING MODEL CANCER PREVENTION PROGRAMS AT THE COMMUNITY LEVEL*

I. PROGRAM SPECIFICATIONS

A. DCCR - DCCR has the principal Federal responsibility for assuring the rapid and effective application of cancer research findings in the fields of prevention, detection, diagnosis, pretreatment evaluation, treatment, rehabilitation, and continuing care. Its goal is to develop the means to reduce the incidence, morbidity, and mortality from cancer through the identification, field testing and demonstration of effective, practical cancer control knowledge and techniques. Emphasis is on innovation, demonstration, and dissemination to ensure the most effective use of existing resources and knowledge. By means of this RFA, DCCR wishes to encourage innovative approaches to the development of model cancer programs in environmental carcinogenesis.

B. Objectives - In view of the increased awareness of the problems of exposure of sizable populations to both environmental and occupational carcinogens, the intent of this RFA is to stimulate interest in developing cancer prevention programs at the community level. Among its objectives are the identification of community needs in cancer prevention followed by development of approaches for meeting these needs that can serve as models for future efforts. The community is defined here as the area within which the programs will be implemented, that is, the program delivery and impact area. Since DCCR is precluded from supporting basic or clinical research except in rehabilitation, approaches should utilize or adapt existing knowledge and technology relating to cancer prevention and control. Prevention is being defined here in its broadest sense, ranging from elimination of exposure where possible to detection and diagnosis and includes public and professional education programs. What is desired is the application of the principals of preventive medicine to community needs in the prevention of cancer. Such programs, to be effective and well coordinated, should utilize multidisciplinary approaches and should involve the cooperation of institutions, organizations, and interested groups within the community. For this reason, programs should be located at State health departments and comprehensive cancer centers, preferably those working in conjunction with schools of public health and/or departments of preventive medicine. Organizations responding should have established oncology and preventive medicine programs.

C. Scope of This Solicitation - Applicants should address all of the following points, although support is not limited to items:

1. A specific and well defined cancer prevention problem. An example would be a population exposed to environmental carcinogenesis, that are amenable to development of a

prevention program. A brief description should be included covering present knowledge of exposed population, such as its cancer incidence, morbidity and mortality, extent of exposure, demographic characteristics, etc., and methods by which additional information will be collected and utilized.

2. Brief description of possible approaches to the solution of the problem. The proposed strategies should utilize or adapt known methods and procedures and, where indicated, new approaches to the particular problem should be identified. Among the components that might be considered in developing strategies are epidemiology; worker, community, and professional educational programs; detection and diagnosis; etc. Other points for consideration in developing a prevention program could be how to inform people that they might be at risk, where they should go once they are informed, and defining community responsibilities in a program of this type. The proposed plan should describe and utilize available resources in the community. In addition to health organizations and services, the program planning efforts should involve other types of community groups, such as labor organizations, business and professional groups, etc. It must be emphasized that DCCR supports demonstration programs, rather than those of long-term duration. Therefore, mechanisms for obtaining long-term support should be included in all programs intended to continue indefinitely, and development of long-term institutional commitments to the program should be included as part of the plan.

3. Description of the evaluation plan. An evaluation component must be built into all prevention programs. The plan should address evaluation of the day-to-day activities as well as the impact of the program as outlined in the statement of program goals and objectives. Included should be a timetable and suggested milestones.

Award of a grant under this solicitation to a given institution or organization neither implies nor guarantees favorable action on any subsequent application for a demonstration grant.

D. Mechanisms of Support - The support mechanism for this program will be the traditional NIH grant-in-aid; successful applicants will plan and execute their own programs. Upon initiation of the program, the DCCR will sponsor two workshops to be held in Bethesda to encourage exchanges of information between investigators participating in this program. Although this program is included and provided for in the financial plans for fiscal year 1978, award of grants pursuant to this request for applications is contingent upon availability of funds for this purpose. Prevention programs primarily directed toward elimination of smoking will not be considered under the scope of this RFA.

II. METHOD AND CRITERIA FOR REVIEW

A. Review - Upon receipt, applications will be reviewed by the Division of Research Grants (DRG) and the NCI staff for responsiveness to this announcement. If an application is judged unresponsive, the applicant will be given an opportunity to withdraw the application or to submit it for consideration in the traditional grant program of NIH. Applications judged responsive will be reviewed initially for scientific merit by an NIH peer review group and secondly by the National Cancer Advisory Board.

B. Review Criteria - The factors considered in evaluating each application will be:

1. Relevance of the proposal to the scope and objectives provided in this announcement.
2. The scientific merit of the proposed approaches to the problem.
3. The expertise and qualifications of the proposed staff.
4. Sufficient commitment of time by the proposed staff.
5. Evaluation plan and timetable.

III. METHOD OF APPLYING

A. Letter of Intent - Each prospective applicant should submit a brief letter of intent to respond not later than February 1, 1978, for the March 1, 1978, due date and June 1, 1978, for the July 1, 1978, due date to:

Dr. Marcia D. Litwack
Program Director for Intervention
Special Projects
National Cancer Institute
Room 6A01, Blair Building
Bethesda, Maryland 20014

Such letters provide an indication of the number and nature of applications, are not binding, and will not enter into the review of any proposal submitted.

B. Format for Applications - Applications should be submitted on form PHS 398. The conventional presentation for grant applications should be utilized and the points identified under the Review Criteria must be fulfilled.

C. Application Procedure - The standard procedures for submitting grant applications to DRG should be followed. A brief covering letter should accompany the application indicating that it is in response to the Program Announcement: NCI Program Development of Model Cancer Prevention Program. The words "Cancer Control" and the "RFA #NIH-NCI-DCCR-78-1" should be typed in block letters in the upper right hand corner of the first page of the application. A copy of the covering letter should be sent to Dr. M. Litwack, 6A01 Blair Building, National Cancer Institute, National Institutes of Health, Bethesda, Maryland 20014, to indicate that the application has been submitted.

*U.S. GOVERNMENT PRINTING OFFICE: 1977 260-918/18 1-3