



Request for Pilot Research Project Proposals: 2024

[The Heartland Center for Occupational Health and Safety](#), supported by the National Institute for Occupational Safety and Health (NIOSH), announces the availability of funds to support pilot projects. The mission of the Heartland Center is to serve Federal Region VII by providing graduate training, continuing education, and outreach in occupational health and safety (OHS).

PROJECT SCOPE AND LOCATION

Research projects must be related to one of the [National Occupational Research Agenda](#) (NORA) sector areas and pertain to an occupational health or safety issue. The research must be conducted in the United States.

WHO MAY APPLY

This pilot mechanism is limited to faculty, postdoctoral fellows, and graduate students (MS, MPH, PhD, MD) conducting research in an OHS area (See Part B of the Research Plan). Proposals submitted by a graduate student or postdoctoral fellow must have a faculty sponsor and accompanying mentoring plan to enhance student training and increase the likelihood of success (See Letters of Support).

We strongly encourage proposals from faculty, postdoctoral fellows, and graduate students who are part of underrepresented minority groups in the OHS research field. Applicants from underrepresented groups, including but not limited to, ethnic and racial minorities, women, LGBTQ+ individuals, persons with disabilities, and other marginalized communities, are highly encouraged to apply.

FY 2024 AWARDS

For the fiscal year 2024, the maximum award for each proposal is limited to a total of \$20,000, inclusive of indirect costs. We anticipate funding 3-4 proposals. It should be noted that proposals may be recommended for award in an amount that is lower than the amount requested by the proposers. This decision will be made based on the availability of funds and an assessment of the budget justification provided, which will be carried out by the Director of the Pilot Project Program. Funding will be allocated for the project period spanning from July 1, 2024, to June 30, 2025; however, applicants may request an earlier start date if necessary.

BUDGET RESTRICTIONS

- If proposals seek funds specifically to support students, those students must be graduate students (MS, MPH, PhD, MD)
- If the PI is a Heartland Center trainee, then the requested salary support for the PI plus PI stipend support provided by the Heartland Center for the 2024-25 academic year, cannot exceed the NIH stipend rate, currently \$27,144. A budget that includes trainee funding must be sent to Ms. Mindy Sickels-Sterbenz for approval prior to submission (mindy-sickels@uiowa.edu).
- Funds for meeting/conference travel is not allowed.
- Faculty salary support is not allowed.
- Indirect costs of 8% can be applied for budgets originating outside the University of Iowa.

APPLICATION MECHANISM

Applicants are strongly advised to adhere to the format specified below. The application must include all required components to avoid being disqualified from funding consideration. The research plan should be limited to 5 single-spaced pages. Adhering to these guidelines is crucial for the application's successful evaluation.

APPLICATION FORMAT AND CONTENT

Proposals must include the following sections:

Required Sections:	Page Limit
1) Pilot Training Grant Application Form The fillable application form can be downloaded from here . The form requests information on the project team, human subjects, and overall budget. Ethnicity disclosure: To foster a more diverse and inclusive research environment, the form also requests that each Principal Investigators voluntarily indicate their ethnicity on the application form. Please understand that this information is optional and will be used solely for the purposes of internal demographic analysis. Providing this information will not impact the review or potential funding of your proposal.	No limit
2) Front page(s) <ul style="list-style-type: none">• Project title• Rationale for research concept and project’s potential impact Project summary (150-word limit)• A short paragraph describing the proposed project’s relevance to occupational safety and health• The following statement should be posted: <i>If I submit this pilot grant application (or an application with similar aims) to another funder while it is under review by the Heartland Center, I will notify the Heartland Center. I understand that failure to comply with this policy is grounds for rejection of the application and withdrawal of any funds that may be awarded.</i>	2
3) Research Plan <ul style="list-style-type: none">A) Specific aimsB) Background and significance to occupational health and safetyC) Methods or approachD) Anticipated benefits to occupational health and safety The Research Plan should address “burden, need and impact” as defined by NIOSH and describe how the project aligns with the National Occupational Research Agendas (Sector or Cross-Sector).	5
4) Expected products and research outcomes: See listing of potential products and outcomes below under “Reporting Requirements”.	1
5) References	No page limit
6) Budget and budget justification	2
7) Research timeline and milestones	1
8) Potential for future grant support: For PI's who are post-docs or faculty, outline a specific path to future funding. Specifically describe grant mechanism (R21, R01, etc.) and funding agency.	No page limit

- 9) **Data Management and Sharing:** Applicants must submit a detailed Data Management and Sharing (DMS) plan as part of their proposal. The DMS plan should provide comprehensive information on how data will be collected, stored, analyzed, and shared in compliance with the [NIH Data Management and Sharing Policy](#). The [two page NIH Form](#) should be filled out to describe the DMS plan for the proposed research. 2
- 10) **Biographical sketch:** Provide 2-page biographical sketches for all PIs. Use the proper [template provided by the NIH](#). Trainees should use the “Fellowship” biosketch. 2-page per PI
- 11) **Letters of Support:** Collaborative relationships must include a letter affirming the willingness to actively collaborate on the project. No page limit
- 12) **Mentoring Plan:** If the PI is a student/trainee, the application must include a letter of support from a faculty advisor and a mentoring plan. The Mentoring plan can be downloaded from [here](#).
- 13) **Appendices:** Items may include draft surveys/questionnaires, background information on web tools or smartphone apps, training materials, maps, etc. 10

HUMAN SUBJECTS

For projects that involve human subjects, pre-approval from an appropriate Institutional Review Board (IRB) is not mandatory for consideration for this grant. However, if the proposal describes a study that will include human subjects, applicants are strongly advised to initiate the IRB submission process early to minimize delays in securing approval. Upon approval of a pilot application for funding, the funds will be released when either IRB approval has been confirmed or the project has been declared "exempt" from IRB regulations by a qualified board. All pertinent IRB documentation should be directed to Ms. Janie Simmons at janie-simmons@uiowa.edu.

Diversity of Subject Populations: The commitment to diversity, inclusivity, equity, and accessibility is a core value of the Heartland Center for Occupational Health and Safety in its operations and scientific inquiry. Consequently, all projects should explicitly address plans for involving diverse populations of subjects in their research.

ANIMAL SUBJECTS LIMITATION:

Projects involving the use of animal subjects will not qualify for funding through this specific mechanism.

PROPOSAL REVIEW

Occupational health and safety specialist(s) will evaluate project applications. Proposed projects will be reviewed and scored on the following areas (in order of importance):

- Relevance to occupational health and safety issues
- Scientific merit (originality, validity, and reliability of methods; quality assurance)
- Project feasibility in terms of budget, timetable, and applicant expertise
- Capacity to build the research skills of the PI (Mentoring Plan)
- Potential for future grant support or significance of other grant outcomes
- Appropriateness of the budget and budget justification.

Reporting Requirements

To effectively track the progress and impact of funded projects, Principal Investigators (PIs) will be required to adhere to specified reporting timelines. Compliance with these reporting guidelines will be essential for both transparency and consideration in future funding opportunities.

1. Six-Month Report

Six months from the project's start date, PIs must submit an interim report outlining the following:

- Current status of the project
- Progress in alignment with the research timeline detailed in the application

- Ongoing activities and developments

2. End-of-Project and Annual Reports

PIs are required to submit comprehensive annual reports for a total of three years, starting from the project's completion date. These reports should include:

- Progress and final outcomes (for the first annual report)
- Grants and contracts developed as a result of the project
- Number of students mentored, specifying their roles in the project
- MS theses and PhD dissertations generated from the project
- Presentations and publications emanating from the project
- Collaborations established due to the supported work
- Any additional outcome of the project such as: training and education materials, websites, databases, guidance or policy statements, and patents.

SUBMISSION PROCEDURE, DEADLINE, AND AWARD DATE

Applications for funding consideration will open on December 1, 2023 and close on March 1, 2024. Please note that the review of proposals and funding decisions will begin upon their receipt and continue on an ongoing basis until all funds allocated for the pilot projects are distributed. Consequently, the earlier a proposal is submitted, the greater the likelihood it will be awarded, provided it meets scientific merit during the review process.

Submission Details:

Please send an electronic version of the application with all components compiled into one PDF document to Ms. Janie Simmons at janie-simmons@uiowa.edu.

Notification of Award Decision:

Applicants will be notified of an award decision on an ongoing basis but not later than May 15, 2024.

For any questions regarding the pilot grant requirements or to determine whether a topic is suitable for this funding mechanism, please contact the Pilot Program Director, Dr. Nir Keren, at nir@iastate.edu.