Extramural Grant Review Assistance

Dayan Ranwala, PhD
Research Assistant Professor
SCTR Pilot Project Program
ranwala@musc.edu
SCTR Pilot Project Program Leadership

Perry V. Halushka, PhD., MD - Director
Tony Alberg, PhD - Associate Director
Randal Davis – Project Director
Dayan Ranwala, PhD - Program Manager

Patrick Flume, MD – Chairman, Scientific Review Committee

http://academicdepartments.musc.edu/sctr/programs/pilot_projects
SCTR Extramural Grant Review Assistance

Two New Services:

1. SCTR Internal Scientific Review of Extramural Grant Application
2. External Review of Extramural Grant Application

*SCTR has free resources and consults if the applicants need help.*

Submit your request using [sparc.musc.edu](http://sparc.musc.edu)
Objective

- SCTR has initiated these Extramural Grant Review Assistance services to provide help for the MUSC investigators who are submitting extramural grant applications.
- The objective of these services is to increase the quality of the extramural grant application submissions and success of getting them funded.
- We hope these services are beneficial to you.
- SCTR is not liable if your application is not funded.

sctr.musc.edu
843-792-8300
1. SCTR Internal Scientific Review of Extramural Grant Applications

- Internal SCTR/MUSC Review*
- NIH K-series, R-series, P-series, U-series, NSF applications

* SCTR will make decisions if an application should be sent out for an external expert reviews in case of limited or no expertise within SCTR/MUSC to review certain applications.

NIH – National Institute of Health
NSF – National Science Foundation
Requirements for SCTR Internal Review

• Applicants should submit:
  o An application as requested by the appropriate funding agency via the SCTR Application System
  o Funding agency’s FOA/RFA, if applicable. This will help the reviewers to review applications accordingly.
  o Potential date of submission to the funding agency

• Allow at least 2 weeks for the SCTR review
• Allow total of at least 6 weeks time frame from submission to SCTR review until submission to MUSC ORSP

ORSP – Office of Research and Sponsored Programs
Requirements for SCTR Internal Review

• Application should have at least the following Components as requested by the funding agency:
  
  o Project Description page
  o Research Proposal* – Including the Specific Aims page and Research Strategy
  o Literature Citations
  o Biosketches – all team members
  o Funding agency’s FOA/RFA

* If the PI is an Early Career (EC) applicant, the required components for the EC should also be submitted.

If the application is a resubmission, Summary Statements and Introduction to Resubmission should also be required.
**SCTR Internal Scientific Review of Extramural Grant Application**

Minimum 6 weeks before ORSP date

- PI submits required application documents to SCTR*
- SCTR provides review comments to PI
- PI submits application to ORSP**
  3 business days prior to funding agency due date
- Submit to agency
- PI notifies SCTR of submission status and funding***

---

* Project Description, Research Proposal (Specific Aims & Research Strategy), Literature Cited, Biosketches

** MUSC Office of Research and Sponsored Programs

*** 6 months after submission to funding agency, notify SCTR of application outcomes.
SCTR will provide at least two peer-review critiques as similar to the NIH reviews and biostat comments to the applicants.

SCTR has free resources and consults if the applicants need to get further help, if needed.
2. External Review of Extramural Grant Applications

- External (non-MUSC) Expert Reviews*
- NIH K, R, P, U-series, NSF, PCORI, AHRQ applications

* **SCTR will make the decision if an application should be sent out for an external expert reviews.**
  **SCTR, not the applicant, will send the application to the appropriate external reviewer.**

NIH – National Institute of Health
NSF – National Science Foundations
PCORI – Patient-Centered Outcomes Research Institute
AHRQ – Agency for Healthcare Research & Quality
Requirements for the External Reviews

• Applicants should submit:
  o An application as requested by the appropriate funding agency via the SCTR Application System
  o Funding agency’s FOA/RFA, if applicable. This will help the reviewer.
  o Potential date of submission to the funding agency
  o Applicants should identify potential external reviewers (2-3) and submit external reviewers information with the application to SCTR
    ➢ Name, Academic Rank, Department, Institutional affiliations, Contact Information including the email address
Requirements for the External Reviews

• Investigators should not directly send out the applications to the external reviewers.
• SCTR has to internally approve the application before sending out to the external reviewer.
• Allow at least 2 weeks for the SCTR approval.
• SCTR approval will be ‘yes or no’ answer for the external review and may include brief constructive comments.
• SCTR will inform applicants SCTR’s approval (yes or no).
• Applicants should address the SCTR’s comments, as appropriate, and send back the revised application to SCTR within a week.
Requirements for the External Reviews

- Once SCTR approves the external review, SCTR will contact one of the external reviewers of choice and time frame for the review (not to exceed more than 2 weeks).
- SCTR will send the external reviewer the application and appropriate funding agency's RFA/FOA, and request review critiques accordingly.
- SCTR will send the external review critiques to the applicant.
- Then SCTR will pay the external reviewer $500 as an honorarium
  - The external reviewer should have to fill and sign an honorarium form and W2 form as per MUSC guidelines (SCTR has the forms and will send to the external reviewer).
- Allow total of at least 6 weeks time frame from submission to SCTR review until submission to MUSC ORSP
Time Line for the External Reviews

External Review of Extramural Grant Application
Minimum 6 weeks

- PI identifies potential external reviewers & submits required application & documents to SCTR*
- SCTR notifies PI of approval to proceed with external review, and PI confirms reviewer acceptance to SCTR
- 2 weeks
- External reviewer provides comments to PI
- 2 weeks
- PI provides comments to SCTR, SCTR pays external reviewer
- 2 weeks
- Submit to agency
- PI submits application to ORSP**
- * 3 business days prior to funding agency due date
- 2 - 3 days

* Project Description, Research Proposal (Specific Aims & Research Strategy), Literature Cited, Biosketches
** MUSC Office of Research and Sponsored Programs
*** 6 months after submission to funding agency, notify SCTR of application outcomes.

NOTE: If the PI is an Early Career (EC) applicant, the required components for the EC should also be submitted. If the application is a resubmission, Summary Statements and Introduction to Resubmission should also be required.
Outcome of the Review Assistance

• SCTR would like to know the outcome of the Review Assistance services provided to the applicants
  o Such as the application status - submitted/pending funding/funding received etc.
  o At 6 months after submitting to the funding agency
  o At 12 months - to update funding status/get funded/resubmitted etc.
  o Every year for about 5 years as per NIH requirements

• SCTR will send a REDCap Survey to the applicants to fill in the outcome data
SCTR SUCCESS Center Resources & Consultations

- Science
- Biostatistics
- Budget and Justification
- Regulatory
- Recruitment
- REDCap
- Research NEXUS (Coordinator Core, Nursing, Lab, Space etc.)
- Comparative Effectiveness Research
- Novel Device or Smart App Development
- Clinical Data Warehouse
- Tech Transfer - Intellectual Property
- Commercialization
- NIH Public Access Policy
ORD Resources

http://academicdepartments.musc.edu/research/ord/

- Internal and External Funding Opportunities Portal
- MUSC Boiler Plate
- Library of Successfully Funded Proposal Library
  http://academicdepartments.musc.edu/research/ord/proposal-library/
ORSP Resources

http://academicdepartments.musc.edu/research/orsp/

- Request for eRA Commons User IDs
- Proposal Preparation Information webpage (Codes & Numbers, F&A rates, Fringe rates, DUNS etc.)
If you have received any SCTR services and/or support please remember to acknowledge the NIH/NCATS SCTR Grant Number **UL1 TR000062**
• Join the **SCTR Listserv** (email **success@musc.edu**)

• Have questions, need help and consultations, contact SCTR:
  - via SPARC Request at **sparc.musc.edu**
  - Call 843-792-8300
  - Email at **success@musc.edu**