



## *Funding Opportunity Announcement: CHARM Scholar Award*

### INFORMATION AND INSTRUCTIONS

#### CHARM Mission

The Center for HIV and Research in Mental Health (CHARM) at the University of Miami aims to catalyze mental health and HIV science with the over-arching theme of ***promoting, developing, and supporting high-impact, high-quality, community-engaged HIV research that addresses mental health and related disparities through leveraging scientific, strategic, and mentoring resources aimed to end the HIV epidemic.***

#### Purpose of the CHARM Scholar Award

CHARM will be accepting applications for Scholar Awards for early-career investigators (ESIs). The purpose of this program is to increase opportunities for research advancement for ESIs, by providing clinician-researchers, and pre- and post-doctoral trainees dedicated time for research at the intersection of HIV and mental health.

#### Proposal Areas of Interest

Scholar award proposals may pertain to any area relevant to the intersection of HIV and mental health disparities. This includes, but is not limited to any research area listed in Part 2, Section I of [PAR-20-308](#), **except** those specific to HIV-associated CNS dysfunction/disease. Proposed projects should/may build upon current research projects, being conducted by a mid-career or senior UM investigator, including secondary analysis or ancillary studies. The PI of the parent project will serve as a mentor for the scholar. Scholars may also propose a project that builds upon their own previous or ongoing research, in which case they must name a mentor. Funds may also be used for time spent on career development activities (e.g. coursework, workshop attendance) to complement the analysis being proposed.

#### Number of Awards, Funding Amount & Award Period

Up to one (1) scholar award will be awarded this cycle in the amount up to **\$45,000** in direct costs with a 1-year project period (earliest start date June 1, 2024, but flexible as per Scholar timeline) (Note: For PhD students, the maximum amount awarded will be **\$5,000** to support research activities only). Scholar Award applicants will be required to budget for at least 15% effort to ensure adequate and meaningful involvement in their project. Other expenses may/should be restricted to personnel including master level and undergraduate RAs, research supplies, cost for subject participation, publication costs, test supplies, community engagement and technical support. Scholar travel to present their research at a conference is allowed. Mentor support is not allowed.

#### Applicant Eligibility

**All eligibility criteria must be met as of date of submission (July 24, 2023).**

- University of Miami (UM) affiliation at the time of the award is required.
- Fulltime [early career faculty](#)
- Post-doctoral fellows
- Pre-doctoral students in candidacy stage.

Note to individuals who are not full-time faculty:

Eligibility to act as a principal investigator (PI) or co-investigator (Co-I) on sponsored projects at UM is a privilege limited to full-time faculty.



1. Applicants who are not full time faculty will need a letter of support from their Chair/Dean that states (a) how the individual is scientifically and technically qualified to act as PI on the project, (b) that the Chair/Dean will support this individual during the life of the project, providing any needed office/lab space, equipment, etc., c) whether a plan exists to move such an individual into a full-time faculty position, and d) that the Chair/Dean will identify another individual to act as PI should the individual leave UM before the project ends.
2. In addition, the mentor statement will need to commit to serving as the PI for the Scholar's IRB protocol and to provide oversight to ensure that the Scholar is conducting their project in accordance with UM and Federal regulations.
3. If Pre-doctoral student: Rather than a letter from the Chair/Dean, a letter from their PhD program director and PhD Dissertation Advisor attesting that (a) the student is a PhD Candidate in good standing, that (b) the proposed project is approved by the dissertation committee and (c) how the individual is scientifically and technically qualified to act as PI on the project, (d) that the PhD program will support the student during the life of the project, providing any needed office/lab space, equipment, or other resources needed to successfully complete the proposed project.

## Core Usage

**All applicants are encouraged to use the CHARM resources** pre-submission and post-award, as applicable. Applicants are advised to consult with the *Methods Core* on quantitative and qualitative methods and statistical issues. The *Mental Health Disparities Core* provides consultation on community engagement, and culturally tailored assessment and intervention approaches for research projects. Early career faculty and post-doctoral fellows can consult with the *Developmental Core* to identify a primary mentor, develop a mentoring plan, and receive feedback prior to submitting a pilot award application. The *Equitable Implementation Science (EIS) Core* can provide consultations on implementation science components of research projects.

Please visit the [CHARM website](#) for information on the available resources and services. To request support or schedule a consultation, please visit the [CHARM Research Navigation Portal](#).

## Community Engagement

**All applicants must identify a community partner** that is engaged in the design and/or execution of the project as well as in the interpretation and publication of findings. Community partners can be engaged at varying levels including as Co-I, consultants, or Site PIs for data collection/abstraction in community-based participatory research, with corresponding budget allocation based on scope of work. The proposal must include a letter of support from the community partner or agency. The proposal must explain a) how the project will engage the community, b) the role of the proposed community partner(s) or agency(ies), and c) how the findings may impact and be disseminated to the community. Applicants are encouraged to identify and correspond with their community partner or agency early in the proposal development process.

## Proposal Submission Process

Proposal submission is a two-stage process including (1) Letter of Intent and Specific Aims (due July 24, 2023), (2) Full application by invitation only (due September 25, 2023)

Applicants will be required to develop and submit a detailed mentoring plan, and a letter of support and Biosketch from their primary mentor.



Submission instructions and links follow.

- LOI Submission (required): <https://redcap.miami.edu/surveys/?s=X9ALHHCFMYFHHL9P>
- Full Application Submission (by invitation only)
  - Specific Aims (1 page)
  - Research Plan (6 pages)
  - Candidate Career Statement and Career Development/Mentoring Plan (including Career Development Aims) (3-6 pages)
  - Budget and Budget Justification
  - Biosketch (scholar, mentor(s))
  - Letters of Recommendation (1, from an academic source not involved in the project)
  - Letter of support from their Chair/Dean or PhD Program Director/Advisor (only required for applicants that are not fulltime faculty)
  - Letter of support from the community partner or agency

### Deadlines and Award Timeline

RFA disseminated	July 6, 2023
Letter of Intent (LOI) and Specific Aims (required)	July 25, 2023, 5:00 PM EST
Invitation to Submit Application	August 4, 2023, 5:00 PM EST
Full application to CHARM	September 25, 2023, 5:00 EST
Earliest Start Date	June 1, 2024 (flexible)

### Evaluation Criteria

Reviews will be based on scientific merit and the likelihood of attracting NIH or similar funding in the future. All applicants will receive feedback on their proposals. Specific criteria include:

- **Candidate:** Does the candidate have the potential to develop as an independent and productive researcher? Are the candidate's prior training and research experience appropriate for this award? Is the candidate's academic, clinical (if relevant), and research record of high quality? Is there evidence of the candidate's commitment to meeting the program objectives to become an independent investigator in research? Do the letters of reference address the above review criteria, and do they provide evidence that the candidate has a high potential for becoming an independent investigator?
- **Career Development Plan/Career Goals:** What is the likelihood that the plan will contribute substantially to the scientific development of the candidate and lead to scientific independence? What is the likelihood that the plan will contribute substantially to the scientific development of the candidate and lead to scientific independence?
- **Research Plan:** Are the proposed research question, design, and methodology of significant scientific and technical merit? Is the research plan relevant to the candidate's research career objectives?

### Progress Reporting & Cohort Meeting Participation

To allow tracking of the progress and success of each project, the CHARM funded scholar awardees will be required to attend monthly Pilot/Scholar cohort meetings with the Developmental Core and submit a brief progress report every 6 months, whether interim or final, until the end of the project. Progress reports must include an update on progress for all project and career goals. Recipients are highly encouraged to participate and present in the CHARM Research in Progress (RIP) monthly meetings to discuss progress and receive feedback from the CHARM investigators.



### **CHARM Scholar Award Webinar**

The CHARM Developmental Core will host a webinar upon the release of the RFA to describe the Award process, priority areas, offer guidance, and answer any initial questions. The Webinar for this cycle will be on Thursday, July 18<sup>th</sup> at 3:00 pm. The Webinar will take place through Zoom. Below are the Zoom meeting details:

<https://miami.zoom.us/j/92485429607?pwd=dWpSdkhhRG9GNIJ6b1VuTHVFfaG5tUT09>

Meeting ID: 924 8542 9607

Passcode: 193996

