Pilot and Emerging Issues Project Guidelines Request for Proposals 2024

GOALS OF PROGRAM
1. **Advance the mission of the Pediatric Pandemic Network (PPN):** In collaboration with the Nation's children's hospitals and their communities, the Network will coordinate, prepare, respond, and disseminate high-quality, equitable, research-based pediatric care in future disasters, emergencies, and pandemics.
2. **Respond rapidly to perform research on emerging issues in the areas of disasters, emergencies, and pandemics.**

ELIGIBILITY
1. Any PPN-affiliated institution is eligible to submit a proposal The Principal Investigator faculty member (Instructor, Assistant, Associate or Full Professor) must be from an established PPN hub-site and may include co-principle investigators (co-PI) from partnering and collaborating institutions.
2. The proposal should represent a line of research for the PI that is not currently funded by other mechanisms.
3. The research should use one or more PPN service domains.
4. The research should include a community engagement and health equity lens.

PRIORITY AREAS
In the 2024 year of funding, there are four priority areas for the PPN. These will also be the priority areas for the pilot program: (1) mental and behavioral health; (2) disaster preparedness; (3) surging endemic, epidemic, pandemic, emerging, and/or vaccine-preventable infectious diseases; and (4) health equity. We recognize that there may be additional unanticipated emerging issues/crises, and these will also be considered for funding. Investigator questions about priority area eligibility may be discussed with the research domain prior to submission.

Up to 10 proposals were funded over FY3 of the PPN grant (until August 31st, 2025).

IMPORTANT DATES
- RFA Release: March 1, 2024
- Letter of Intent: April 1, 2024
- Notification to Apply: May 1, 2024
- Pilot Project Proposal Due: June 1, 2024
- Notification of Awards: July 15, 2024
- Award Start Date: September 1, 2024

LETTER OF INTENT (LOI)
1. Biosketches of study PI and key co-investigators. Multiple PIs are discouraged
2. A two-page document including:
   - Pilot study title
   - PI and co-investigator(s) name and affiliation
   - Brief proposal study background
   - Hypothesis and specific aims
   - Experimental approach
   - Future directions (description of how successful completion of the project will result in a proposal for extramural funding or will respond to an emerging crisis)
   - Relevance to PPN mission
   - Proposed use of PPN service cores
   - Community impact statement
   - Impact on diversity, inclusion and health equity
   - Plans for future external funding

Investigators will be informed if they are invited to submit a full proposal within four weeks of submission of the LOI (by 5/1/2024). Full proposals should be submitted within four weeks of approval of LOI (by 6/1/2024). Proposals submitted without prior approval from LOI will not be reviewed.

FULL PROPOSAL REQUIREMENTS
1. Cover page - Includes Project Title
2. Description (Summary Abstract) – 300 words or less
3. Narrative - Five pages
   a. Specific Aim(s) – approximately one page
   b. Background, Significance and Innovation – approximately one page. Includes a short statement describing how pilot funding will increase competitiveness for future funding support.
   c. Experimental Design – approximately three pages. Include a brief description of PPN service core resources requested.
4. Biosketches of study PI and key co-investigator(s) and consultants, including Other Support (two-page limit per biosketch)
5. Budget – Detailed budgets for Year 1 and Year 2 and budget justification.
   a. **The budget cannot exceed $50,000/yr for two years, i.e., a total request of $100,000. Limited salary support is allowable. No indirect costs can be requested. Support for projects beyond the first budget year will be contingent upon Congressional appropriation, satisfactory progress in meeting the project's objectives, and a determination that continued funding would be in the best interest of the Federal Government.**

PROPOSAL REVIEW
The PPN Research Domain members will serve as the study section for the pilot project review with ad hoc members added as needed for subject matter expertise. The scoring of project proposals is similar to the National Institute of Health's scoring scale, which is evaluated based on the following factors: Significance, Approach, Investigators, Innovation, Feasibility, Collaboration, and Community Impact. Recommendations for funding will be made by the PPN Research Domain to the four PPN PIs and HRSA PO who will serve as Council to make a final determination of funding.

PUBLICATIONS
It is required that each project leads to at least one peer-reviewed publication submission within one year of project completion. Publications resulting from the pilot award will follow the authorship policy of the PPN (see attached) and will acknowledge funding from HRSA.

IRB REVIEW
No pilot funds will be released without complete IRB approval or exemption from the institution of the PI. QI projects may not need IRB review.

As a condition of award, a project report is expected at the end of the first year and the end of the funding period

Submit LOI to april.parish@nationwidechildrens.org