2021 SKCF & Innovative Genomics Institute
Proposal Instructions

DEADLINE: **July 9th, 2021** (11:59pm)

FOR QUESTIONS EMAIL: **igi-proposals@berkeley.edu**

<u>AWARD INFORMATION</u>

Eligibility: PIs must hold their primary or adjunct appointment at UC Berkeley, UC San Francisco or UC Davis. One proposal will be selected for funding.

Please note: The SKCF Faculty Scholar Award is funded by a philanthropic gift to the IGI, therefore it will not follow a standard contracts and grants proposal process. Funds will be released in two equal installments: Year 1 and Year 2. **IGI gift funds will only cover direct costs on projects**. Any unexpended funds at the end of the project's no-cost-extension period must be returned to the IGI. PIs should consult with their departments in advance to confirm any additional local campus and/or institution requirements.

<u>PROPOSAL PREPARATION AND SUBMISSION INSTRUCTIONS</u>

Formatting Instructions:

- Each page must have a header with the Lead PI's last name and institution (e.g. Smith, UCB).
- All pages should be numbered on the bottom edge.
- Margins must be at least one inch on all sides.
- Recommended fonts are Arial, Helvetica, Palatino Linotype, or Georgia, and must be size 11 or larger.

Proposals Sections:

A. Project Summary and Description (maximum 7 pages) with:

- a concise, descriptive title;
- a summary of the scientific objectives and approaches;
- Relevance and justification: briefly, but explicitly, explain the relevance of the proposed research to the IGI mission and goals (innovativegenomics.org);
- Research plan: describe the goals of the project, the scientific/technical approach and expected outcomes, with sufficient detail to allow adequate review.

B. Figures, Tables and References (no page limit).

C. Budget: The total award ($179K) should be split evenly over the 2-years (show YR 1 and YR 2 separately). Funds can be used for PI, postdoc and/or graduate student salaries, supplies, minor equipment, or other related research expenses. INDIRECT COSTS ARE NOT ALLOWED. All expenditures must be allowable under, and comply with, applicable University of California policies.

Apply online at: **https://webportalapp.com/appform/skcf_scholar_2021**

PROPOSAL PROCESSING AND REVIEW PROCEDURES

Proposals will be reviewed by an IGI Review Board (IRB). External experts, selected by the IRB, will be called upon if necessary, dependent on the field of the proposed project.

Proposals will be judged on scientific and technical merit covering significance, approach, innovation, feasibility, qualifications of the proposer(s), and the extent to which the project can contribute to the mission of the IGI.

AWARD ADMINISTRATION INFORMATION

Notification of the Award will be made to the lead investigator on **Sept 1st 2021**. PIs whose proposals are declined will be advised as promptly as possible. Proposal feedback will be given whenever possible.

Award Conditions:

- The PI is expected to remain with the institution in which they receive the award for the duration of the award period (i.e., awards cannot be transferred to other institutions).
- Reporting Requirements: PIs will be required to submit a one-page yearly project report to the IGI, as well as participate in IGI-sponsored meetings and retreats.
- Research and Safety Compliance: PIs will be required to hold approval documentation for use of biological material and/or animals (if applicable), and agree to adhere to specified safety standards.
- Intellectual Property: Assignment of intellectual property will follow established UC policy.
- Prior to receiving funds and commencing research, PIs will agree to terms and conditions of the award, outlined by the IGI.
- UCB: Award made to PIs at Berkeley, funds will be administered by IGI. Other Institutions: Funds will be transferred and managed locally.