

# Program Announcement

Department of Defense Congressionally Directed Medical Research Programs

Peer Reviewed Orthopaedic Research Program

Career Development Award

Funding Opportunity Number: W81XWH-10-PRORP-CDA

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## I. FUNDING OPPORTUNITY DESCRIPTION

### A. Program Description

The Peer Reviewed Orthopaedic Research Program (PRORP) was established in fiscal year 2009 (FY09) to address the leading burden of injury and loss of fitness for military duty by funding innovative, high-impact, clinically relevant research to advance optimal treatment and rehabilitation from musculoskeletal injuries sustained during combat or combat-related activities. Appropriations for the PRORP in FY09 totaled \$112 million (M). The FY10 appropriation is \$22.5M.

The FY10 PRORP challenges the scientific community to design innovative research that will foster new directions for and address neglected issues in the field of combat-related orthopaedic injury research. Though the PRORP supports groundbreaking research, all projects must demonstrate appropriate judgment and sound rationale. Applications involving multidisciplinary collaborations among academia, industry, the military services, the Department of Veterans Affairs (VA), and other Federal Government agencies are highly encouraged.

### B. Award Description

The PRORP Career Development Award supports a mentored research experience to prepare military investigators for productive, independent careers in orthopaedic research. It seeks to allow individuals in the early stages of their careers to obtain the experience necessary to pursue career opportunities at the forefront of orthopaedic research and make significant contributions to combat-relevant orthopaedic research and/or clinical care. The PRORP encourages Career Development Award applications for research with significant clinical relevance.

Key elements of the award include:

**1. Focus Areas:** Career Development Award proposals are limited to the focus areas listed below. Proposals **MUST** focus on one or more of these areas to be considered for funding:

- Improved rehabilitation of neuro-musculoskeletal injuries (including spine injuries, burns, and contractures, but excluding spinal cord injury [SCI])
  - Improvement and enhancement of rehabilitative strategies for patients with severe limb trauma and amputation as measured by effectiveness and improvement of functional outcomes.
  - Development and validation of novel rehabilitation approaches designed to optimize function following limb salvage and regenerative medicine interventions.
  - Evaluation of the impact of exercise and fitness systems and strategies on rehabilitation and sustainment of fitness in individuals with limb loss or limb-threatening injuries.

- Evaluation of amputee-specific technologies and rehabilitation strategies that address/assess residual limb health and/or mitigate long-term consequences of severe limb trauma such as arthritis, overuse injury, and cardiovascular disease.
- Assessment of strategies to minimize deleterious effects of contracture on function and mobility.
- Improvement and enhancement of rehabilitative strategies for spine injury (excluding SCI).
- Enhancement of the understanding of psychosocial aspects that influence rehabilitative care.
- Identification of upper extremity kinematics and kinetic variables following injury that negatively influence functional activities including mobility.
- Development of validated strategies for incorporating existing advanced technology (prosthetics, orthotics, assistive devices) for patients with severe extremity trauma, including burns, peripheral nerve injuries, joint contractures, soft tissue defects, and/or amputation.
- Development of improved rehabilitation strategies (non-pharmaceutical) for management of pain and its impact on return to function.
- Improved understanding and definitive management of severe extremity fractures which positively or negatively influence return to military duty or successful community re-integration and employment.
- Assessment of the impact of rehabilitation during the early care of patients with extremity trauma to minimize the effects of immobility and deconditioning to enhance more rapid functional return and outcomes.
- Validation of current rehabilitation strategies for individuals with limb and/or spine injury (excluding SCI) incorporating relevant outcome measures.
- Development and assessment of relevant outcome measures for tele-medicine/web-based systems used for dispersed groups (e.g., social networking style).
- Methods to reduce, or potentially eliminate, the need for lifetime immunosuppression related to allo-transplantation
- Methods to optimize the skin implant interface in osseointegrated implants to eliminate infection
- Strategies for reconstruction of osteoarticular injuries
- Replacement/repair of muscle-tendon units in treatment of volumetric or functional loss

**All applications must have a direct relevance to orthopaedic injuries sustained during military combat or combat-related activities.**

**2. Principal Investigator (PI):** PIs must be military active-duty researchers, physical therapists, occupational therapists, or physician-scientists at the early-career stage. PIs must have less than a total of 8 years of postdoctoral clinical or research experience (excluding clinical residency or medical fellowship training), and received less than \$500,000 in direct costs in aggregate as a PI of federally or privately funded, non-mentored, peer-reviewed grants.

**3. Orthopaedic Research Mentorship:** A designated mentor is required. This mentor must be an established, independent orthopaedic or rehabilitation researcher, have a history of orthopaedic and/or rehabilitation research funding, and have a record of related research publications in peer-reviewed journals. In addition, the mentor must demonstrate a commitment to developing and sustaining the PI's research career in orthopaedic research. *To promote collaboration between military and non-military organizations, it is encouraged, but not required, that the mentor be from an academic, VA, or other non-military organization.*

**4. Career Development:** A career development plan should be prepared with guidance from the mentor. A clearly articulated strategy for acquiring the necessary skills, competence, and expertise to have a career at the forefront of orthopaedic research should be included. The plan should outline how the PI will gain experience and training in orthopaedic research. Because career development is the focus of this award, the PI's organization must demonstrate a commitment to the PI through a minimum of 30% protected time, though more protected time is highly desirable.

**5. Military Benefit:** The proposed research should provide a significant benefit for the field of military combat-relevant orthopaedic injuries research. The proposed research is expected to make an important and original contribution to advancing combat-relevant orthopaedic research or medicine.

*Presentation of preliminary data is not required.* However, PIs must demonstrate logical reasoning and a sound scientific rationale established through a critical review and analysis of the literature for the application to be competitive.

**Use of Human Subjects and Human Biological Substances:** All Department of Defense (DOD)-funded research involving human subjects and human biological substances must be reviewed and approved by the USAMRMC Office of Research Protections (ORP), Human Research Protection Office (HRPO), in addition to local Institutional Review Boards. The HRPO is mandated to comply with specific laws and directives governing all research involving human subjects that is conducted or supported by the DOD. These laws and directives are rigorous and detailed, and will require information in addition to that supplied to the local review board. Allow a minimum of 6 months for regulatory review and approval processes for studies involving human subjects. Refer to Application Instructions & General Information, Appendix 6, for detailed information.

### **C. Eligibility**

To be eligible for this award the PI must be a military active-duty researcher, physical therapist, occupational therapist, or physician-scientist at an early-career stage. PIs must have less than a total of 8 years of postdoctoral clinical or research experience (excluding clinical residency or medical fellowship training), and received less than \$500,000 in direct costs in aggregate as a PI of federally or privately funded, non-mentored, peer-reviewed grants. Refer to General Application Instructions, Appendix 1, for general eligibility information.

### **D. Funding**

- The maximum period of performance is **3** years.
- The maximum allowable direct cost for the entire period of performance is **\$225,000**.
- The applicant may request the entire maximum direct cost amount for a project that may be less than the maximum **3**-year period of performance.
- Regardless of the period of performance proposed, the applicant may not exceed the maximum direct cost. In addition to the direct costs, indirect costs may be proposed in accordance with the organization's negotiated rate agreement.

Within the guidelines provided in the General Application Instructions, funds can cover:

- Salary of non-government personnel
- Research supplies
- Equipment
- Clinical costs
- Publication costs
- Tuition for workshops, courses, and/or other educational opportunities
- Travel between collaborating organizations
- Consultation with scientific and/or technical experts ( e.g., statisticians, editors)
- Travel costs of up to \$1,800 per year to attend scientific/technical meetings
- Other direct costs as described in the General Application Instructions for the Detailed Budget and Justification

In addition, the PI must request travel funds, up to \$1,800, to attend one DOD military research-related meeting to be determined by the Congressionally Directed Medical Research Programs during the award performance period.

Funds provided through this award may not be used to support government salaries, but may be used to support contract research personnel at a government facility (e.g., research assistant, clinical research nurse, postdoctoral researcher, etc.). Salary support may also be requested for the mentor, as appropriate.

*The Office of the Congressionally Directed Medical Research Programs (CDMRP) expects to allot approximately \$0.7M of the \$22.5M FY10 PRORP appropriation to fund approximately two Career Development Award applications, depending on the quality and number of applications received. Funding of applications received in response to this Program Announcement/Funding Opportunity is contingent upon the availability of Federal funds for this program.*

#### **E. Award Administration**

Changes in PI are not allowed for the Career Development Award mechanism, except under extenuating circumstances that will be evaluated on a case-by-case basis and at the discretion of the Grants Officer.

Awards will be made approximately 4 to 6 months after receiving a funding notification letter, but no later than September 30, 2011. Refer to the General Application Instructions, Appendix 4, for general award administration information.

## **II. TIMELINE FOR SUBMISSION AND REVIEW**

- **Pre-application Submission Deadline: 5:00 p.m. Eastern time (ET),  
September 10, 2010**
- **Application Submission Deadline: 11:59 p.m. ET, September 28, 2010**
- **Scientific Peer Review: December 2010**
- **Programmatic Review: February 2011**

*Application submissions will not be accepted unless the pre-application process is completed by the pre-application deadline.*

## **III. SUBMISSION PROCESS**

Submission is a two-step process requiring both (1) pre-application submission through the CDMRP eReceipt system (<https://cdmrp.org>) and (2) application submission through Grants.gov (<http://www.grants.gov/>).

Submission of the same research project to different funding opportunities within the same program and fiscal year is discouraged. The Government reserves the right to reject duplicative applications.

PIs and organizations identified in the application should be the same as those identified in the pre-application. If a change in PI or organization is necessary after submission of the pre-application, the PI must contact the eReceipt help desk at [help@cdmrp.org](mailto:help@cdmrp.org) or 301-682-5507.

#### **A. Step 1 – Pre-Application Components**

All pre-application components must be submitted through the CDMRP eReceipt system by **5:00 p.m. ET on the deadline.**

The pre-application consists of the following components, which are organized in the CDMRP eReceipt system by separate tabs (Refer to the General Application Instructions for additional information on pre-application submission):

- **Proposal Information – Tab 1**
- **Proposal Contacts – Tab 2**
- **Collaborators and Conflicts of Interest – Tab 3**
- **Required Files – Tab 4**

**Letter of Intent (LOI) Narrative (one-page limit):** Provide a brief description of the research to be conducted. LOI Narratives are used for program planning purposes only (e.g., reviewer recruitment) and *will not be reviewed* during either the peer or programmatic review sessions.

- **Submit Pre-application – Tab 5**
- **Other Documents Tab**

Not applicable.

## **B. Step 2 – Application Components**

Applications are submitted by the Authorized Organizational Representative (AOR) through Grants.gov (<http://www.grants.gov/>). Applications must be submitted **by 11:59 p.m. ET on the deadline.**

Each application submission must include the completed application package of forms and attachments identified in Grants.gov for this Program Announcement/Funding Opportunity.

The Grants.gov application package consists of the following components (Refer to the General Application Instructions, Section II.B., for additional information on application submission):

**1. SF 424 (R&R) Application for Federal Assistance Form:** Refer to the General Application Instructions, Section II.B., for detailed information.

### **2. Attachments Form**

- **Attachment 1: Project Narrative (8-page limit):** Upload as “ProjectNarrative.pdf.”

Describe the proposed project in detail using the outline below.

- **PI’s Career Goals:** Explain how the PI meets the eligibility requirements of the award as outlined in Section I.C. Describe qualifications and achievements that make the PI an ideal candidate for this award. Describe the PI’s career goals as a researcher and/or clinician and how the proposed training will promote his or her career in combat-relevant orthopaedic research and/or patient care. Discuss the PI’s career plans after the completion of this award.

- **Career Development Plan:** Describe the career development plan, which may include coursework, laboratory techniques, conferences, seminars, journal clubs, teaching responsibilities, and/or clinical responsibilities. Provide a timeline for the career development plan. Describe the mentor's background and experience in orthopaedic research and discuss how the mentor will assist the PI in developing his or her career. Explain how the career development plan is supported by the environment; this should include a description of ongoing combat-relevant orthopaedic research at the organization(s). Include information on training or collaborations with other investigators.
- **Research Project:** Identify the PRORP focus area(s) with which the proposed project aligns. Describe the project, including background, hypothesis or objectives, specific aims, experimental design, and methods. Cite relevant literature references. *Presentation of preliminary data is not required. However, PIs must demonstrate logical reasoning and a sound scientific rationale established through a critical review and analysis of the literature for the application to be competitive.* Address potential problem areas and present alternative methods and approaches. Discuss the relevance of this research to combat-related orthopaedic research.
- **Integration of Training and Research:** Describe how the career development plan and research project are integrated and how they will contribute to preparing the PI for a career in combat-relevant orthopaedic research and/or patient care.
- **Attachment 2: Supporting Documentation.** Start each document on a new page. Combine and upload as a single file named "Support.pdf." If documents are scanned to pdf, the lowest resolution (100 to 150 dpi) should be used. *Each component has no page limit unless otherwise noted.*
  - **References Cited:** List all relevant references using a standard reference format that includes the full citation (i.e., author(s), year published, title of reference, source of reference, volume, chapter, page numbers, and publisher, as appropriate). The inclusion of Internet URLs to references is encouraged.
  - **List of Acronyms and Symbols:** Provide a list of acronyms and symbols (e.g., PCR = polymerase chain reaction).
  - **Facilities, Existing Equipment, and Other Resources:** Describe the facilities and equipment available for performance of the proposed project and any additional facilities or equipment proposed for acquisition at no cost to the US Army Medical Research and Materiel Command (USAMRMC). Indicate if Government-owned facilities or equipment are proposed for use. Reference should be made to the original or present contract under which the facilities or equipment items are now accountable. There is no form for this information.
  - **Publications and/or Patent Abstracts (five-document limit):** Include relevant publication URLs and/or patent abstracts. If publications are not publicly available, then they must be included. Extra items will not be reviewed.

- Letters of Organizational Support (two-page limit per letter): The letters should indicate the level of organizational commitment to fostering the PI's research and clinical career, as reflected by (1) the extent to which the PI will be relieved of clinical or other responsibilities to have additional time for research, (2) the provision of adequate laboratory facilities and equipment, and (3) opportunities for critical professional interaction with senior colleagues with established research careers. **Letters from the PI's immediate supervisor and Commander must be provided that demonstrate a commitment to allow at least a 30% effort on the project by the PI.**
- Letters of Collaboration (if applicable) (two-page limit per letter): Provide a signed letter from each collaborating individual or organization that will demonstrate that the PI has the support or resources necessary for the proposed work.
- Intellectual and Material Property Plan (if applicable): Provide a plan for resolving intellectual and material property issues among participating organizations.
- **Attachment 3: Technical Abstract (one-page limit):** Upload as "TechAbs.pdf."
  - **Career Development**
    - Describe how the award will provide the PI with the opportunity to become a productive, independent orthopaedic researcher and to establish a career at the forefront of orthopaedic research.
  - **Research**
    - Background: Present the ideas and reasoning behind the proposed work.
    - Objective/Hypothesis: State the objective/hypothesis to be tested. Provide evidence or rationale that supports the objective/hypothesis.
    - Specific Aims: State the specific aims of the study.
    - Study Design: Briefly describe the study design including appropriate controls.
    - Military Benefit: State briefly how the proposed project, if successful, will have an impact on combat-relevant orthopaedic injury research and/or patient care.
- **Attachment 4: Public Abstract (one-page limit):** Upload as "PublicAbs.pdf."
  - Describe the scientific objectives and rationale for the proposal in a manner readily understandable by non-scientists.
    - Describe how the award will provide the PI with the opportunity to become a productive, independent orthopaedic researcher and to establish a career at the forefront of orthopaedic research.
  - Do not duplicate the technical abstract.
  - Describe the ultimate applicability of the research.

- What types of patients will it help, and how will it help them?
- What are the potential clinical applications, benefits, and risks?
- What is the projected time it may take to achieve a clinically relevant outcome?
- If the research is too basic for clinical applicability, describe the interim outcomes.
- What are the likely contributions of this study to advancing the field of research?
- **Attachment 5: Statement of Work (SOW) (three-page limit):** Upload as “SOW.pdf.” Refer to the General Application Instructions, Section II.B., for detailed information.

Please note that the SOW should include elements relevant to career development and research.

- **Attachment 6: Detailed Budget and Justification (no page limit):** Upload as “Budget.pdf.” Use the Detailed Budget and Justification form (available for download on the Full Announcement page in Grants.gov). Refer to the General Application Instructions, Section II.B., for detailed information.
- **Attachment 7: Subaward Detailed Budget and Justification (if applicable) (no page limit):** Use a separate Detailed Budget and Justification form for each subaward budget. Combine into a single file and upload as “SubBudgets.pdf.” Refer to the General Application Instructions, Section II.B., for detailed information.
- **Attachment 8: Letter from Designated Mentor (three-page limit).** Upload as “MentorLetter.pdf.” The letter from the designated mentor should describe:
  - The PI’s potential as an orthopaedic researcher;
  - How the PI’s achievements (as reflected by academic performance, awards, and honors) indicate a potential for a successful career in orthopaedic research;
  - The mentor’s proposed interactions with the PI during the PI’s career development;
  - The training environment, including ongoing orthopaedic research (and rehabilitation research, as applicable) at the mentor and PI organizations, and how the environment will promote the development of the PI as an orthopaedic researcher;
  - The research training the PI will receive, including descriptions of coursework, experience with laboratory techniques, conferences, and journal clubs;
  - Research being performed under the mentor’s direction and how this research is relevant to orthopaedic injuries, orthopaedic research, and/or treatment outcomes;

- The mentor’s history of training postdoctoral fellows, residents, and other postgraduate trainees;
  - The resources available (e.g., the mentor’s time, equipment, and/or space, as appropriate, etc.) to adequately support the PI’s project (specific details on existing support should be covered in the Existing/Pending Support section); and
  - The degree to which the PI participated in idea development and application preparation, and the degree to which the PI will participate in the execution of the application if funded.
- **Attachment 9: Military Benefit Statement (one-page limit):** Upload as “MilBen.pdf.” State explicitly how the proposed work, if successful, will have an impact on the lives of individuals recovering from combat-relevant orthopaedic injuries. Describe how the expected results of the proposed work will contribute to the goal of decreasing the clinical impact of these injuries.

Describe how the proposed study is responsive to the health care needs of the Armed Forces and/or the U.S. veteran population. If active duty military or veteran population(s) will be used in the proposed research project, describe the population(s), the appropriateness of the population(s) for the proposed study, and the feasibility of using the population. If a non-military population will be used for the proposed research project, explain how the population simulates the targeted population (i.e., Armed Forces and/or the U.S. veteran population). Show how the proposed study complements ongoing DOD areas of orthopaedic research interest. Describe how the study design will replicate field conditions, if applicable.

- **Attachment 10: Approval for Access to Military Populations (if applicable):** Upload as “MilitaryPopulations.pdf.” *If the PI has already established access to a service member population*, a letter of support, signed by the lowest ranking person with approval authority, should be included for studies involving active duty military; military-controlled study materials; databases; and/or restricted facilities (e.g., biological or chemical containment facilities).

**3. Research & Related Senior/Key Person Profile (Expanded) Form:** Refer to the General Application Instructions, Section II.B., for detailed information.

- PI Biographical Sketch (four-page limit): Upload as “Biosketch\_LastName.pdf.”
- PI Current/Pending Support (no page limit): Upload as “Support\_LastName.pdf.”
- Key Personnel Biographical Sketches (four-page limit each): Upload as “Biosketch\_LastName.pdf.”

A biographical sketch of the PI’s mentor is required.

- Key Personnel Current/Pending Support (no page limit): Upload as “Support\_LastName.pdf.”

Current/Pending Support for the PI’s mentor is required

**4. Project/Performance Site Location(s) Form:** Refer to the General Application Instructions, Section II.B., for detailed information.

#### **IV. INFORMATION FOR APPLICATION REVIEW**

##### **A. Application Review and Selection Overview**

All applications are evaluated by scientists, clinicians, and consumer advocates using a two-tier review process. The first tier is a scientific peer review of applications against established criteria for determining scientific merit. The second tier is a programmatic review that compares applications to each other and makes recommendations for funding to the Commanding General, USAMRMC, based on scientific merit, the overall goals of the program, and specific intent of the award mechanism. The highest scoring applications from the first tier of review are not automatically recommended for funding. Additional information about the two-tier review process used by the CDMRP may be found at <http://cdmrp.army.mil/about/fundingprocess>.

All CDMRP review processes are conducted confidentially to maintain the integrity of the merit-based selection process. Each level of review requires panelists to sign a non-disclosure statement attesting that application and evaluation information will not be disclosed outside the panel. Violations of the non-disclosure statement can result in the dissolving of a panel(s) and other corrective actions. Organizational personnel and PIs are prohibited from contacting persons involved in the review process to gain protected evaluation information or to influence the evaluation process. Violations of these prohibitions will result in the administrative withdrawal of the organization's application. Violations by panelists or PIs that compromise the confidentiality of the review process may also result in suspension or debarment of their employing organizations from Federal awards. Furthermore, it is a crime for Federal officials to disclose confidential information of one party to another third party (Title 18 United States Code 1905).

##### **B. Review Criteria**

**1. Peer Review:** All applications will be evaluated according to the following criteria. The first three scored criteria are of equal and primary importance, and the remaining three scored criteria are of equal but secondary importance:

- **Principal Investigator**
  - How well the PI meets the eligibility requirements.
  - How the PI's achievements (as reflected by academic performance, awards, and honors) indicate the potential for a successful career in orthopaedic research.
  - How the mentor's letter of support provides evidence for the PI's potential for a productive career in orthopaedic research.
  - How the PI's stated career goals demonstrate a commitment to pursuing a career as an orthopaedic researcher or clinician.

- **Mentor**
  - How the mentor is appropriately trained and well suited to guide the research project, including the mentor's experience, publications, and current funding in orthopaedic and/or rehabilitation research.
  - How the mentor's training achievements, as reflected by his/her previous trainees' career achievements and areas of interest, indicate the potential for successful training of the PI in orthopaedic research.
  - How the mentor's research experience, research program, committed resources, and level of effort are appropriate for the proposed career development plan.
  - Whether the quality of the application suggests that the mentor provided appropriate guidance in its preparation.
  
- **Career Development Plan**
  - How well the career development plan addresses an issue related to orthopaedic research or clinical medicine.
  - How well the PI has outlined an individualized career development plan that augments his/her expertise.
  - How well the training will prepare the PI for an independent career in orthopaedic research and clinical medicine.
  
- **Research Project, Strategy, and Feasibility**
  - How the research project is appropriate for preparing the PI for a successful career in orthopaedic research and/or clinical medicine.
  - Whether the research requirements are supported adequately by the scientific environment, necessary resources, and any collaborative arrangements proposed.
  - How well the hypotheses or objectives, aims, experimental design, methods, and analyses are developed.
  - To what degree the levels of effort are appropriate for successful conduct of the proposed work.
  - How well the PI acknowledges potential problems and addresses alternative approaches.
  - How well the proposed research project responds to one or more of the FY10 PRORP Focus Areas.
  
- **Environment**
  - How the scientific environment is appropriate for the proposed career development activities, including critical professional interaction with established senior research colleagues.

- Whether there is a clear organizational commitment to allow protection of at least 30% of the PI's time for research.
- How the quality and extent of other organizational support are appropriate.
- **Military Benefit**
  - The degree to which the proposed project, if successful, will impact the lives of those affected by combat-relevant orthopaedic injuries.
  - How well the project addresses a critical problem in combat-relevant orthopaedic research or medicine.
  - The degree to which the proposed project, if successful, will advance the research methods, understanding of, and/or treatment of combat-relevant orthopaedic injuries.

The following will not be individually scored, but may impact the overall evaluation of the application:

- **Budget**
  - How the budget is appropriate for the proposed research and within the limitations of the award mechanism.
- **Application Presentation**
  - How the writing and components of the application influenced the review.

**2. Programmatic Review:** The following criteria are used by programmatic reviewers to make funding recommendations.

- Adherence to the intent of the award mechanism
- Programmatic relevance in relation to PRORP Focus Areas
- Ratings and evaluations of the peer reviewers
- Relative translational potential and military benefit
- Program portfolio composition

## V. ADMINISTRATIVE ACTIONS

After receipt of applications from Grants.gov, the following administrative actions may occur:

### A. Rejection

The following will result in administrative rejection of the application:

- Project Narrative exceeds page limit.
- Project Narrative is missing.
- Budget is missing.

- Page size is larger than 8.5 inches x 11.0 inches (approximately 21.59 cm x 27.94 cm).
- Pre-application is not submitted.

## **B. Modifications**

- Pages exceeding the specified limits will be removed prior to review for all documents other than the Project Narrative.
- Documents not requested will be removed.
- Following the application deadline, you may be contacted by CDMRP via email with a request to provide certain missing supporting documents (excluding those listed in Section V-A, Rejection). The missing documents must be provided by 5:00 p.m. ET on the second full business day following the date the email was sent. Otherwise, the application will be reviewed as submitted.

## **C. Withdrawal**

The following may result in administrative withdrawal of the application:

- FY10 PRORP Integration Panel (IP) member(s) is found to be involved in the preapplication or application processes including, but not limited to, concept design, application development, budget preparation, and the development of any supporting document. A list of the FY10 PRORP IP members may be found at <http://cdmrp.army.mil/prorp/panels/panel10>.
- Submission of the same research project to different funding opportunities within the same program and fiscal year.
- The application does not conform to this Program Announcement/Funding Opportunity description to an extent that precludes appropriate review.
- Direct costs as shown on the detailed budget form exceed the maximum allowed by this Program Announcement/Funding Opportunity.
- Inclusion of URLs with the exception of links to published references.
- The proposed project is not relevant to at least one of the FY10 PRORP Focus Areas.
- The PI does not meet the eligibility criteria as described in this Program Announcement/Funding Opportunity.

## **D. Withhold**

Applications that appear to involve research misconduct will be administratively withheld from further consideration pending institutional investigation. The institution will be requested to provide the findings of the investigation to the US Army Medical Research Acquisition Activity (USAMRAA) Contracting/Grants Officer for a determination of the final disposition of the application.

## VI. CONTACT INFORMATION

**A. CDMRP Program Announcement Help Desk:** Questions related to Program Announcement/Funding Opportunity content or submission requirements should be directed to the CDMRP Program Announcement help desk, which is available Monday through Friday from 7:30 a.m. to 4:00 p.m. ET. Submit questions as early as possible. Response times will vary depending upon the volume of inquiries. Every effort will be made to answer questions within 5 working days.

Phone: 301-619-7079  
Email: [cdmrp.pa@amedd.army.mil](mailto:cdmrp.pa@amedd.army.mil)

**B. CDMRP eReceipt System Help Desk:** Questions related to the submission of the pre-application through the eReceipt system should be directed to the CDMRP eReceipt system help desk, which is available Monday through Friday from 8:00 a.m. to 5:00 p.m. ET.

Phone: 301-682-5507  
Email: [help@cdmrp.org](mailto:help@cdmrp.org)

**C. Grants.gov Contact Center:** Questions related to application submission through the Grants.gov portal should be directed to Grants.gov help desk, which is available 24 hours a day, 7 days a week. Please note that the CDMRP Program Announcement and eReceipt system help desks are unable to provide technical assistance regarding Grants.gov submissions.

Phone: 800-518-4726  
Email: [support@grants.gov](mailto:support@grants.gov)

***Sign up on Grants.gov for “send me change notification emails” by following the link on the Synopsis page for the Program Announcement/Funding Opportunity. If the application package is updated or changed, the original version of the application package may not be accepted by Grants.gov.***

## VII. APPLICATION SUBMISSION CHECKLIST

<b>Grants.gov Application Components</b>	<b>Action</b>	<b>Completed</b>
SF-424 (R&R) Application for Federal Assistance Form	Complete form as instructed	
Attachments Form	Upload Project Narrative (ProjectNarrative.pdf) as Attachment 1	
	Upload Supporting Documentation (Support.pdf) as Attachment 2	
	Upload Technical Abstract (TechAbs.pdf) as Attachment 3	
	Upload Public Abstract (PublicAbs.pdf) as Attachment 4	
	Upload Statement of Work (SOW.pdf) as Attachment 5	
	Upload Detailed Budget and Justification (Budget.pdf) as Attachment 6	
	Upload Subaward Detailed Budget and Justification (SubBudgets.pdf) as Attachment 7	
	Upload Letter from Designated Mentor (MentorLetter.pdf) as Attachment 8	
	Upload Military Benefit Statement (MilBen.pdf) as Attachment 9	
	Upload Approval for Access to Military Populations (MilitaryPopulations.pdf) as Attachment 10	
Research & Related Senior/Key Person Profile (Expanded)	Attach PI Biographical Sketch (Biosketch_LastName.pdf ) to the appropriate field	
	Attach PI Current & Pending Support (Support_LastName.pdf ) to the appropriate field	
	Attach Biographical Sketch (Biosketch_LastName.pdf) for each senior/key person to the appropriate field	
	Attach Current & Pending Support (Support_LastName.pdf ) for each senior/key person to the appropriate field	
Project/Performance Site Location(s) Form	Complete form as instructed	