

Program Announcement

for the

Defense Health Program

Department of Defense

Congressionally Directed Medical Research Programs

Autism Research Program

Pilot Award

Funding Opportunity Number: W81XWH-13-ARP-PA

Catalog of Federal Domestic Assistance Number: 12.420

SUBMISSION AND REVIEW DATES AND TIMES

- **Pre-Application Submission Deadline:** 5:00 p.m. Eastern time (ET), July 2, 2013
- **Invitation to Submit an Application:** August 2013
- **Application Submission Deadline:** 11:59 p.m. ET, October 8, 2013
- **Peer Review:** December 2013
- **Programmatic Review:** February 2014

This Program Announcement is one of two documents with instructions to prepare and submit an application for this funding opportunity. The second document, the General Application Instructions, is available for downloading from Grants.gov.

TABLE OF CONTENTS

I. Funding Opportunity Description	3
A. Program Description	3
B. FY13 ARP Areas of Interest	3
C. Award Information.....	3
D. Eligibility Information	4
E. Funding	5
II. Submission Information	5
A. Where to Obtain the Application Package.....	6
B. Pre-Application Submission Content and Form	6
C. Application Submission Content and Form	7
D. Submission Dates and Times	11
E. Other Submission Requirements.....	11
III. Application Review Information.....	11
A. Application Review and Selection Process.....	11
B. Application Review Criteria	11
C. Recipient Qualification	13
D. Application Review Dates	13
E. Notification of Application Review Results	14
IV. Administrative Actions	14
A. Rejection	14
B. Modification.....	14
C. Withdrawal.....	14
D. Withhold	15
V. Award Administration Information	15
A. Award Notice	15
B. Administrative and National Policy Requirements.....	15
C. Reporting.....	15
D. Award Transfers.....	15
VI. Agency Contacts	16
A. CDMRP Help Desk.....	16
B. Grants.gov Contact Center.....	16
VII. Application Submission Checklist	17

I. FUNDING OPPORTUNITY DESCRIPTION

A. Program Description

Applications to the Fiscal Year 2013 (FY13) Autism Research Program (ARP) are being solicited for the Assistant Secretary of Defense for Health Affairs, Defense Health Program (DHP), by the U.S. Army Medical Research Acquisitions Activity (USAMRAA). The ARP was established in 2007 to provide support for innovative, high-impact research focused on autism spectrum disorder (ASD). Appropriations for the ARP from FY07 through FY12 totaled \$41.42 million (M). The FY13 appropriation is \$6M.

The ARP's vision is to improve the lives of individuals with ASD *now* by promoting innovative research that advances the understanding of ASD and leads to improved outcomes.

B. FY13 ARP Areas of Interest

The Pilot Award seeks applications from all areas of basic and preclinical research. The FY13 ARP Pilot Award *encourages* applications that address the critical needs of the ASD community in the following areas:

- Understanding factors underlying the heterogeneity of clinical expression or response to treatment of ASD, excluding new gene discovery
- Conditions co-occurring with ASD
- Validation of new or existing therapeutic targets, excluding new gene discovery
- Psychosocial factors promoting success in key transitions to independence for individuals living with ASD
- Factors promoting success in family/caregiver well-being

C. Award Information

The ARP Pilot Award mechanism was first offered in FY11. Since then, 100 Pilot Award applications have been received, and 11 have been recommended for funding.

The ARP Pilot Award supports conceptually innovative, high-risk/high-reward research that could ultimately lead to critical discoveries or major advancements that will drive the field of ASD forward. Research projects should include a testable hypothesis based on a strong scientific rationale. This award is not intended to support the continuation of existing studies or the next logical extension and/or incremental step. The Pilot Award is designed to support innovative ideas with the potential to yield impactful data and new avenues of investigation. The existence of preliminary data suggests that the proposed research does not meet the intent of this award mechanism. Therefore, *preliminary data are not allowed. The strength of the application should be based on sound scientific rationale and logical reasoning.*

Important aspects of the Pilot Award are as follows:

- **Impact:** The proposed research is expected to make an important and original contribution to advancing the understanding of ASD and lead ultimately to improved outcomes for individuals with ASD.
- **Innovation:** Research deemed innovative may represent a new paradigm, challenge existing paradigms, look at existing problems from new perspectives, or exhibit other uniquely creative qualities. Research may be innovative in study concept, research methods or technology, or adaptations of existing methods or technologies. Research that represents an incremental advance on previously published work is not considered innovative.

Use of Human Subjects and Human Anatomical Substances: Projects involving human subjects or human biological substances will not be supported unless they are exempt under Title 32, Code of Federal Regulations (CFR), Part 219, Section 101(b) (32 CFR 219.101(b)) or eligible for expedited review under 32 CFR 219.110 or 21 CFR 56.110. All Department of Defense (DoD)-funded research involving new and ongoing research with human subjects and human anatomical substances must be reviewed and approved by the U.S. Army Medical Research and Materiel Command (USAMRMC) Office of Research Protections (ORP), Human Research Protection Office (HRPO), in addition to the local Institutional Review Board (IRB) of record. Local IRB approval at the time of submission is NOT required. The HRPO is mandated to comply with specific laws and directives governing all research involving human subjects that is supported by the DoD. These laws and directives are rigorous and detailed and will require information in addition to that supplied to the local IRB. Allow a minimum of 2-3 months for regulatory review and approval processes. Additional information may be found at https://cdmrp.org/files/forms/generic/Human_Subject_Research.pdf and in the General Application Instructions, Appendix 5.

Clinical trials involving prospective accrual of patients to test a device, drug, biologic, surgical procedure, or behavioral intervention to test for a measurable outcome with respect to exploratory information, safety, effectiveness, and/or efficacy **will not** be supported by this award mechanism.

The Congressionally Directed Medical Research Programs (CDMRP) intends that data and research resources generated under awards funded by this Program Announcement/Funding Opportunity be made available to the research community (which includes both scientific and consumer advocacy communities) and to the public at large. For additional guidance, refer to the General Application Instructions, Appendix 4, Section K.

D. Eligibility Information

- Investigators at all academic levels (or equivalent) are eligible to submit applications.
- Cost sharing/matching is not an eligibility requirement.

- Organizations eligible to apply include national, international, for-profit, non-profit, public, and private organizations.
- Refer to the General Application Instructions, Appendix 1, for general eligibility information.

E. Funding

- The maximum period of performance is **2** years.
- The maximum allowable direct costs for the entire period of performance are **\$100,000** plus indirect costs.
- All direct and indirect costs of any subaward (subgrant or subcontract) must be included in the total direct costs of the primary award.
- The applicant may request the entire maximum funding amount for a project that may have a period of performance less than the maximum **2** years.
- Regardless of the period of performance proposed, the applicant may not exceed the maximum allowable direct costs. Indirect costs shall be proposed in accordance with the organization's negotiated rate agreement.

Refer to the General Application Instructions, Section II.C.4., for budget regulations and instructions for the Research & Related Budget. ***For all federal agencies or organizations collaborating with federal agencies, budget restrictions apply as are noted in Section II.C.4. of the General Application Instructions.***

In addition, for this award mechanism, direct costs may be requested for (not all-inclusive):

- Salary
- Research supplies
- Support for multidisciplinary collaborations
- Travel between collaborating organizations
- Travel costs of up to \$1,800 per year to attend scientific/technical meetings

The CDMRP expects to allot approximately \$0.96M of the \$6M FY13 appropriation to fund approximately six Pilot 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.

II. SUBMISSION INFORMATION

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 applications that are essentially identical or propose essentially the same research project to different funding opportunities within the same program and fiscal year is prohibited and will result in administrative withdrawal of the duplicative application.

A. Where to Obtain the Application Package

To obtain the complete application package, including all required forms, perform a Grants.gov (<http://www.grants.gov/>) basic search using the Funding Opportunity Number: W81XWH-13-ARP-PA.

B. Pre-Application Submission Content and Form

All pre-application components must be submitted by the Principal Investigator (PI) through the CDMRP eReceipt System (<https://cdmrp.org/>). Because the invitation to submit an application is based on the contents of the pre-application, investigators should not change the title or research objectives after the pre-application is submitted.

PIs and organizations identified in the pre-application should be the same as those intended for the subsequent application submission. If any changes are necessary after submission of the preapplication, the PI must contact the CDMRP Help Desk at help@cdmrp.org or 301-682-5507.

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, Section II.B., for additional information on pre-application submission):

- **Application Information – Tab 1**
- **Application Contacts – Tab 2**
- **Collaborators and Conflicts of Interest (COI) – Tab 3**

FY13 ARP Integration Panel (IP) members (<http://cdmrp.army.mil/arp/panels/panels13>) should not be involved in any preapplication or application. For questions related to IP members and pre-applications or applications, refer to Section IV.C., Withdrawal, or contact the CDMRP Help Desk at help@cdmrp.org or 301-682-5507.

- **Required Files – Tab 4**

Preproposal Narrative: Provide responses in the appropriate data fields to the following. *Preliminary data are not allowed.*

- Describe the proposed research idea (1,000-character limit).
 - State the FY13 ARP Pilot Award Area(s) of Interest (if applicable).
- Describe the potential impact of the proposed research and how it is innovative (2,000-character limit).

- **Submit Pre-Application – Tab 5**

This tab must be completed for the pre-application to be accepted and processed by the CDMRP.

- **Other Documents Tab**

No additional documents are required.

Pre-Application Screening

- **Pre-Application Screening Criteria**

To determine the technical merits of the pre-application and the relevance to the mission of the DHP and the ARP, pre-applications will be screened based on the following criteria:

- Adherence to the award mechanism
- Potential impact of the proposed research for the ASD community
- Relative innovation in the ASD field

- **Notification of Pre-Application Screening Results**

Following the pre-application screening, PIs will be notified as to whether or not they are invited to submit applications; however, they will not receive feedback (e.g., a critique of strengths and weaknesses) on their pre-application.

The estimated timeframe for notification of invitation to submit an application is indicated on the [title page](#) of this Program Announcement/Funding Opportunity.

C. Application Submission Content and Form

Applications will not be accepted unless the PI has received notification of invitation.

Each application submission must include the completed application package of forms and attachments provided in Grants.gov for this Program Announcement/Funding Opportunity. The application package is submitted by the Authorized Organizational Representative through the Grants.gov portal (<http://www.grants.gov/>).

Grants.gov application package components: For the Pilot Award, the Grants.gov application package includes the following components (refer to the General Application Instructions, Section II.C., for additional information on application submission):

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

2. **Attachments Form**

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

The page limit of the Project Narrative applies to text and non-text elements (e.g., figures, tables, graphs, photographs, diagrams, chemical structures, drawings, etc.) used to describe the project. Inclusion of URLs that provide additional information to expand the Project Narrative and could confer an unfair competitive advantage is prohibited and will result in administrative withdrawal of the application.

Throughout the Project Narrative, describe how the proposed research is innovative and detail its potential impact on ASD.

Describe the proposed project in detail using the outline below.

- **Background:** Present the ideas and reasoning behind the proposed research, to include relevant literature citations. State the FY13 Area(s) of Interest addressed, if applicable. *Preliminary data are not allowed.*
- **Hypothesis or Objective:** State the hypothesis to be tested or the objective to be attained.
- **Specific Aims:** Concisely explain the project’s specific aims to be supported by this application. If this research project is part of a larger study, present only tasks that the DoD award would fund.
- **Research Strategy:** Describe the experimental design, methods, and analyses, including appropriate controls, in sufficient detail. Address potential problem areas and present alternative methods and approaches. If human subjects or human anatomical samples will be used, include a detailed plan for the recruitment of subjects or the acquisition of samples. Demonstrate the availability of tissue, data, or human subjects, if applicable. Clearly describe the statistical plan and the rationale for the statistical methodology as well as an appropriate power analysis, if applicable. *Clinical trials are not allowed.*
- **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. *There are no page limits for any of these components unless otherwise noted. Include only those components described below; inclusion of items not requested may result in the removal of those items or administrative withdrawal of the application.*
 - References Cited (five-citation limit): List the references cited (including URLs if available) in the project narrative 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).
 - List of Abbreviations, Acronyms, and Symbols: Provide a list of abbreviations, acronyms, and symbols.
 - 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 award. Indicate whether or not Government-furnished facilities or equipment are proposed for use. If so, reference should be made to the original or present Government award 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 a copy/copies of the published manuscript(s) must be included in Attachment 2. Extra items will not be reviewed.

- Letters of Organizational Support (two-page limit per letter): Provide a letter (or letters, if applicable), signed by the Department Chair or appropriate organization official, confirming the laboratory space, equipment, and other resources available for the project.
- 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.
- Data and Research Resources Sharing Plan: Describe how data and resources generated during the performance of the project will be shared with the research community. Refer to the General Application Instructions, Appendix 4, for more information about the CDMRP expectations for making data and research resources publicly available.
- **Attachment 3: Technical Abstract (one-page limit):** Upload as “TechAbs.pdf.”
The technical abstract is used by all reviewers. The technical abstract should be written using the outline below.
 - Background: Present the ideas and reasoning behind the proposed research.
 - Hypothesis/Objective: State the objective/hypothesis to be tested.
 - Specific Aims: State the specific aims of the study.
 - Study Design: Briefly describe the methodology and statistical plan, if applicable.
 - Impact: Summarize how the proposed project is relevant to and will have improve outcomes for individuals with ASD and the understanding of ASD.
 - Innovation: Briefly describe how the proposed project is innovative to yield critical discoveries, new avenues of investigation, and/or major advancements to improve the understanding of ASD and ultimately to improve outcomes for individuals with ASD.
- **Attachment 4: Lay Abstract (one-page limit):** Upload as “LayAbs.pdf.”
The lay abstract is used by all reviewers. Do not duplicate the technical abstract. Include an overview of the proposed research project that can be readily understood by lay persons. Avoid overuse of acronyms and abbreviations, if possible. Describe the proposed research project by including the following elements in plain language.
 - The critical problem or question to be addressed by the proposed research project. Identify the FY13 ARP Area(s) of Interest addressed in the proposed research, if applicable.

- Innovative aspect of the proposed research project.
 - The importance of the impact from the proposed research project on the field of ASD research. Describe the impact in the short or long term on individuals with ASD and how the research is relevant now.
 - **Attachment 5: Statement of Work (SOW) (two-page limit):** Upload as “SOW.pdf.” Refer to the General Application Instructions, Section II.C., for detailed information, including guidance on appropriate SOW formats.
 - **Attachment 6: Impact Statement (one-page limit):** Upload as “Impact.pdf.”
Describe how the proposed research is relevant to ASD. Detail the anticipated outcome(s)/product(s) (intellectual and/or tangible) that will be directly attributed to the results of the proposed research project (short-term impact). Compare the anticipated outcomes from the proposed project to ASD information/products currently available, if applicable. Describe the short-term and long-term impact of the expected results of the study on the field and on the outcomes of individuals with ASD.
 - **Attachment 7: Innovation Statement (one-page limit):** Upload as “Innovation.pdf.”
Summarize how the proposed research is innovative and consistent with the ARP’s vision and mission. If the proposed research is successful, explain how it will provide new paradigms, technologies, evidence-based diagnoses, molecules, and/or applications.
- 3. Research & Related Senior/Key Person Profile (Expanded):** Refer to the General Application Instructions, Section II.C., for detailed information.
- PI Biographical Sketch (four-page limit): Upload as “Biosketch_LastName.pdf.”
 - PI Previous/Current/Pending Support (no page limit): Upload as “Support_LastName.pdf.”
 - Key Personnel Biographical Sketches (four-page limit each): Upload as “Biosketch_LastName.pdf.”
 - Key Personnel Previous/Current/Pending Support (no page limit): Upload as “Support_LastName.pdf.”
- 4. Research & Related Budget:** Refer to the General Application Instructions, Section II.C., for detailed information.
- Budget Justification (no page limit): Upload as “BudgetJustification.pdf.”
- 5. Project/Performance Site Location(s) Form:** Refer to the General Application Instructions, Section II.C., for detailed information.
- 6. R & R Subaward Budget Attachment(s) Form (if applicable):** Refer to the General Application Instructions, Section II.C., for detailed information.

D. Submission Dates and Times

All submission dates and times are indicated on the [title page](#) of this Program Announcement/Funding Opportunity. Pre-application and application submissions are required. Failure to meet any one of the deadlines will result in application rejection.

E. Other Submission Requirements

Refer to the General Application Instructions, Appendix 2, for detailed formatting guidelines.

All applications must be submitted through Grants.gov. Applicant organizations and all subrecipient organizations must have a Data Universal Numbering System (DUNS) number to submit applications to Grants.gov. The applicant organization must also be registered in the Entity Management functional area of the System for Award Management (SAM) with an “Active” status to submit applications through the Grants.gov portal. Refer to the General Application Instructions, Appendix 3, for information on Grants.gov requirements.

III. APPLICATION REVIEW INFORMATION

A. Application Review and Selection Process

All applications are evaluated by scientists, clinicians, and consumer advocates using a two-tier review process. The first tier is a peer review of applications against established criteria for determining technical merit. The second tier is a programmatic review that makes recommendations for funding to the Commanding General, USAMRMC, based on technical merit, the relevance to the mission of the DHP and ARP and the 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 can 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. Panel members sign a non-disclosure statement that application and evaluation information will not be disclosed outside the panel. Violations of confidentiality can result in the dissolving of a panel(s) and other corrective actions. In addition, personnel at the applicant or collaborating organizations 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 panel members or applicants that compromise the confidentiality of the review process may also result in suspension or debarment from federal awards. Furthermore, the unauthorized disclosure of confidential information of one party to another third party is a crime in accordance with Title 18 United States Code 1905.

B. Application Review Criteria

- 1. Peer Review:** To determine technical merit, all applications will be evaluated according to the following criteria, of which Scientific Merit is significantly more important than the remaining criteria, which are of equal importance.

Note that innovation and impact do not compensate for deficiencies in scientific merit. A statistician will be included on the scientific review panels.

- **Scientific Merit**

- To what extent clear objectives are stated and supported through scientific rationale and referenced literature.
- How well the hypothesis or objectives, specific aims, and experimental design are developed.
- If applicable, to what degree the statistical plan is appropriate for the experimental methodology being used.
 - How well the proposed statistical analysis demonstrates the relevance of any research outcomes to the central problem in ASD or FY13 ARP Area(s) of Interest identified.
 - Whether the power analysis for the proposed study adequately represents an assessment of the population or subpopulation proposed
- How well the PI acknowledges potential problems and addresses alternative approaches.
- Whether the applicant demonstrates the availability of tissue, data, or human subjects, if applicable.

- **Innovation**

- To what extent the proposed research, if successful, will provide new paradigms, technologies, evidenced-based diagnoses, and/or applications for ASD.
- To what degree the proposed research represents more than a logical extension and/or incremental advance upon published data.
- To what degree the proposed research emphasizes untested, novel, or potentially groundbreaking concepts.

- **Impact**

- To what extent the proposed project is relevant to ASD.
- How the anticipated outcomes from the proposed project compare to information/products currently available, if applicable.
- To what extent the anticipated short-term outcome(s)/product(s) may impact the ASD community.
- To what degree the anticipated long-term gains from this research course may impact the ASD community.
- To what degree the proposed project, if successful, will ultimately improve the outcomes of individuals with ASD.

- **Personnel**
 - To what extent the research team’s background and expertise are appropriate to accomplish the proposed research.
 - If applicable, how inclusion of a biostatistician will improve the overall analysis and course of the study.
 - To what extent the levels of effort by the PI and other key personnel are appropriate for successful conduct of the proposed research.
 - **Environment**
 - Whether the scientific environment is appropriate for the proposed research.
 - Whether the research requirements are supported by the availability of and accessibility to facilities and resources.
 - To what extent the quality and extent of institutional support are appropriate for the proposed research.
 - **Budget**
 - Whether the budget is appropriate for the proposed research and within the limitations of this Program Announcement/Funding Opportunity.
 - **Application Presentation**
 - To what extent the writing, clarity, and presentation of the application components influenced the review.
- 2. Programmatic Review:** To make funding recommendations, the following criteria are used by the programmatic reviewers:
- a. **Ratings and evaluations of the peer reviews**
 - b. **Relevance to the mission of the DHP and FY13 ARP, as evidenced by the following:**
 - Adherence to the intent of the award mechanism
 - Program portfolio balance
 - Programmatic relevance
 - Relative impact and innovation

C. Recipient Qualification

For general information on required qualifications for award recipients, refer to the General Application Instructions, Appendix 1.

D. Application Review Dates

All application review dates and times are indicated on the [title page](#) of this Program Announcement/Funding Opportunity.

E. Notification of Application Review Results

Each PI and organization will receive notification of the funding recommendation. Each PI will receive a peer review summary statement on the strengths and weaknesses of the application.

IV. ADMINISTRATIVE ACTIONS

After receipt of pre-applications from the CDMRP eReceipt System or applications from Grants.gov, the following administrative actions may occur:

A. Rejection

The following will result in administrative rejection of the pre-application:

- Preproposal Narrative is missing.

The following will result in administrative rejection of the application:

- Submission of an application for which a letter of invitation was not received.
- Project Narrative exceeds page limit.
- Project Narrative is missing.
- Budget is missing.
- Submission of the same research project to different funding opportunities within the same program and fiscal year.

B. Modification

- 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, the PI may be contacted by CDMRP via email with a request to provide certain missing supporting documents (excluding those listed in Section IV.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 pre-application or application:

- A FY13 ARP IP member is named as being involved in the research proposed or is found to have assisted in the pre-application 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 FY13 ARP IP members can be found at <http://cdmrp.army.mil/arp/panels/panels13>.

- 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 Research & Related Budget exceed the maximum allowed by this Program Announcement/Funding Opportunity.
- Inclusion of URLs, with the exception of links in References Cited and Publication and/or Patent Abstract sections.
- Page size is larger than 8.5 inches x 11.0 inches (approximately 21.59 cm x 27.94 cm).
- Inclusion of any employee of CDMRP review contractors in applications for funding without adequate plans to mitigate conflicts of interest. Refer to the General Application Instructions, Section II.B., for detailed information.
- Personnel from applicant or collaborating organizations are found to have contacted persons involved in the review process to gain protected evaluation information or to influence the evaluation process.
- Preliminary data are included.
- The proposed research is, or requests funding for, a clinical trial.

D. Withhold

Applications that appear to involve research misconduct will be administratively withheld from further consideration pending institutional investigation. The institution will be required to provide the findings of the investigation to the USAMRAA Grants Officer for a determination of the final disposition of the application.

V. AWARD ADMINISTRATION INFORMATION

A. Award Notice

Awards will be made no later than September 30, 2014. Refer to the General Application Instructions, Appendix 4, for additional award administration information.

B. Administrative and National Policy Requirements

Refer to the General Application Instructions, Appendix 4, Section D, for general information regarding administrative and national policy requirements.

C. Reporting

Refer to the General Application Instructions, Appendix 4, Section E, for general information on reporting requirements.

D. Award Transfers

Refer to the General Application Instructions, Appendix 4, Section F, for general information on organization or PI changes.

VI. AGENCY CONTACTS

A. CDMRP Help Desk

Questions related to Program Announcement/Funding Opportunity content or submission requirements as well as questions related to the submission of the pre-application through the CDMRP eReceipt System should be directed to the CDMRP Help Desk, which is available Monday through Friday from 8:00 a.m. to 5:00 p.m. ET. Response times may vary depending upon the volume of inquiries.

Phone: 301-682-5507

Email: help@cdmrp.org

B. Grants.gov Contact Center

Questions related to application submission through the Grants.gov portal should be directed to the Grants.gov Contact Center, which is available 24 hours a day, 7 days a week (closed on U.S. federal holidays). Note that the CDMRP Help Desk is unable to provide technical assistance with Grants.gov submission.

Phone: 800-518-4726

Email: 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 or by responding to the prompt provided by Grants.gov when first downloading the application package. 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

Grants.gov Application Components	Action	Completed
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 Lay Abstract (LayAbs.pdf) as Attachment 4.	
	Upload Statement of Work (SOW.pdf) as Attachment 5.	
	Upload Impact Statement (Impact.pdf) as Attachment 6.	
	Upload Innovation Statement (Innovation.pdf) as Attachment 7	
Research & Related Senior/Key Person Profile (Expanded)	Attach PI Biographical Sketch (Biosketch_LastName.pdf) to the appropriate field.	
	Attach PI Previous/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 Previous/Current/Pending Support (Support_LastName.pdf) for each senior/key person to the appropriate field.	
Research & Related Budget	Complete as instructed. Attach Budget Justification (BudgetJustification.pdf) to the appropriate field.	
Project/Performance Site Location(s) Form	Complete form as instructed.	
R & R Subaward Budget Attachment(s) Form	Complete form as instructed.	