

Program Announcement

Department of Defense Congressionally Directed Medical Research Programs

Autism Research Program

Idea Development Award

Funding Opportunity Number: W81XWH-10-ARP-IDA

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I. FUNDING OPPORTUNITY DESCRIPTION

A. Program Description

The Autism Research Program (ARP) was established in 2007 to provide support for innovative, high-impact research focused on autism spectrum disorders (ASD). Appropriations for the ARP from Fiscal Year 2007 (FY07) through FY09 totaled \$21.9 million (M). The FY10 appropriation is \$8M.

The vision of the FY10 ARP is to improve the lives of individuals with autism spectrum disorders now. The ARP challenges the scientific community to design high-impact, innovative research that advances the understanding of ASD and leads to improved outcomes for individuals with autism. The ARP focuses its funding on projects that have the potential to ultimately make a significant impact on the lives of individuals with ASD.

B. FY10 ARP Areas of Interest

Revised for FY10: While this award mechanism/funding opportunity seeks applications from all areas of basic, preclinical, translational, and clinical research (excluding clinical trials), the FY10 ARP encourages applications that address critical needs of the autism community in the following areas:

- Biological, infectious, or environmental risk factors
- Identifying therapeutic targets, excluding new gene discovery

C. Award Description

The ARP Idea Development Award mechanism was first offered in FY07. Since then, 109 Idea Development Award applications have been received, and 13 have been recommended for funding.

The ARP Idea Development Award supports the development of innovative, high-impact ideas that advance the understanding of ASD and that ultimately will lead to improved outcomes for individuals with autism.

Research involving human subject participation is permitted under this funding opportunity, but is restricted to studies without Clinical Trials. In general, a clinical trial is defined as a prospective study where an intervention (e.g., device, drug, behavioral, surgical procedure, or other) is tested on human subjects for a measurable outcome. Principal Investigators (PIs) wishing to apply for funding for a clinical trial should utilize the Clinical Trial Award mechanism. Refer to the General Application Instructions, Appendix 5, for additional information about studies involving human subjects, human subjects data, or human anatomical substances.

Preliminary data relevant to the proposed research project is required. Preliminary data, unpublished results from the laboratory of the PI, research team, or collaborators named on this application, may be from outside of the ASD research field. Proposals should also be based on a

sound scientific rationale that is established through logical reasoning and critical review and analysis of the literature.

Multiple PI Option: The FY10 ARP supports collaborative research in order to bring a new perspective to ASD research and/or facilitate progress in the field by combined effort. Therefore, up to three investigators may work on a single project, each of whom will be recognized as a PI and receive a separate award. One member of the team will be identified as the Initiating PI and will be responsible for the majority of the administrative tasks associated with the proposal. The other member(s) will be referred to as the Partnering PI(s). *All the investigators must collaborate to submit a single proposal addressing a central problem or question in ASD research.* It should be clear that all investigators have an equal level of intellectual input and effort. Multidisciplinary and multi-organizational projects are allowed. If the project is multi-organizational, PIs should include plans for communication between investigators at each organization. Additionally, participating organizations must be willing to resolve potential intellectual and material property issues, and to remove any barriers that might interfere with achieving high levels of cooperation to ensure successful completion of this award.

Important aspects of the Idea Development Award are as follows:

- 1. 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.
- 2. 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 typically considered innovative.

It is the responsibility of the PI to clearly and explicitly articulate the project's innovation and the potential impact on ASD.

D. Eligibility

Investigators at all academic levels are eligible to submit applications. Refer to General Application Instructions, Appendix 1, for general eligibility information.

E. Funding

- The maximum period of performance is **3** years.
- The maximum allowable funding for the entire period of performance is **\$375,000** in direct costs.
- 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.

Applications utilizing the Multiple PI option:

- A separate award will be made to each PI's institution.
- The combined funding for the Initiating and Partnering PIs for the entire period of performance cannot exceed \$375,000 in direct costs.

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

- Salary
- Research supplies
- Equipment
- Clinical research costs (clinical trials are not supported)
- Publication costs
- Travel between collaborating institutions
- 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

The Office of the Congressionally Directed Medical Research Programs (CDMRP) expects to allot approximately \$3M of the \$8M FY10 ARP appropriation to fund approximately 5 Idea Development Award proposals, 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.

F. Award Administration

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), March 31, 2010**
- **Invitation to Submit an Application: May 2010**
- **Application Submission Deadline: 11:59 p.m. ET, July 28, 2010**
- **Scientific Peer Review: September 2010**
- **Programmatic Review: November 2010**

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/>). *Applications will be invited based on pre-application screening.*

The ARP Idea Development Award mechanism is structured to accommodate at least one, and up to a maximum of three PIs. If multiple PIs will collaborate to submit an application, one partner will be identified as the Initiating PI and will be responsible for the majority of the administrative tasks associated with application submission. The other PI(s) will be identified as the Partnering PI(s). Initiating and Partnering PIs each have different submission requirements; however, all PIs should contribute significantly to the development of the proposed research project including the project narrative, Statement of Work, and other required statements. The Initiating PI must complete the pre-application submission process and submit the contact information for each Partnering PI. If an application is invited, the Initiating PI will receive a letter of invitation via email by the CDMRP eReceipt system. The letter will provide the information necessary to begin application submission through Grants.gov. Each Partnering PI will subsequently be notified separately by email. Please note that each Partnering PI must follow the link in this email and register with CDMRP eReceipt in order to associate his/her grant application package with that of the Initiating PI.

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 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 date. 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.*

The Initiating PI is responsible for submission of all pre-application components.

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 (COI) - Tab 3**

The Initiating PI must enter the contact information for the Partnering PI(s) in the Partnering PI section, if applicable.

- **Required Files - Tab 4**

Preproposal Narrative (one-page limit): The Preproposal Narrative is inclusive of any figures, tables, graphs, photographs, diagrams, chemical structures, pictures, pictorials, and cartoons. The Preproposal Narrative should include the following:

- **Research Idea:** State the ideas and reasoning on which the proposed project is based, and how the research addresses a central problem in ASD. State the ARP Area of Interest (if applicable).
- **Hypothesis or Objective:** State the hypothesis to be tested or the objective to be reached.
- **Research Strategy:** Briefly describe the proposed project, and concisely state the project's objective and specific aims. *This award may not be used to conduct clinical trials.*
- **Impact:** Describe the potential impact of this study on the outcomes of individuals with ASD and the understanding of ASD.
- **Innovation:** Describe how the proposed project is innovative and how the research represents more than an incremental advance on published data.

Pre-Application Supporting Documentation: The items to be included as supporting documentation for the pre-application are limited to:

- **References Cited (one-page limit):** List 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.
- **Key Personnel Biographical Sketches (four-page limit per individual):** Include biographical sketches for the PI and key collaborators.

- **Submit Pre-application - Tab 5**

- **Other Documents – Not applicable**

Pre-Application Screening: Pre-applications will be screened by the ARP Integration Panel (IP) based on the following criteria:

- **Research Idea:** How the proposed project addresses the intent of the award mechanism and the program. How the rationale and specific aims support the project's objective.
- **Impact:** What potential impact these studies will have on the outcomes of individuals with ASD and the understanding of ASD.
- **Innovation:** How the research represents more than an incremental advance on published data.

- **Personnel:** Whether the research team’s background and expertise are appropriate to accomplish the proposed research.

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

B. Step 2 – Application Components

Applications will not be accepted unless the PI or Initiating PI has received a letter of invitation.

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 CDMRP requires separate Grants.gov application package submissions for the Initiating PI and each Partnering PI. Initiating and Partnering PIs will each be assigned unique and separate log numbers by the CDMRP eReceipt system. Each PI must submit his/her Grants.gov application package using only his/her unique log number.

Application Components for the PI/Initiating PI:

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 (10-page limit):** Upload as “ProjectNarrative.pdf.”

The project narrative must include preliminary data originating from the PI, research team, or collaborator that is relevant to the proposed project, but does not have to be from the ASD research field. The research strategy should be based on sound scientific rationale, outlined in detail, and fully supported by preliminary data and published reports. Throughout the Project Narrative, describe how the proposed research is innovative and the potential impact it will have on ASD.

Describe the proposed project in detail using the outline below.

- **Background:** Present the ideas and reasoning behind the proposed research and include relevant literature citations.
- **Hypothesis or Objective:** State the hypothesis to be tested or the objective to

be reached.

- **Specific Aims:** Concisely explain the project's specific aims to be supported by this application. If the proposed research is part of a larger study, present only tasks that this award would fund.
- **Research Strategy:** Describe the experimental design, methods, and analyses, including appropriate controls, in sufficient detail for analysis. Address potential limitations and present alternative methods and approaches. Describe the statistical plan for the research proposed where appropriate. If human subjects or human biological samples will be used, include a detailed plan for the recruitment of subjects or the acquisition of samples. *This award may not be used to conduct clinical trials.*
- **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):** Provide a letter (or letters if applicable), signed by the Department Chair or appropriate organization official, reflecting 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 research.
 - **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.”
The technical abstract should be written using the outline below.
 - Background: Present the ideas and reasoning behind the proposed research.
 - Objective/Hypothesis: State the objective/hypothesis to be tested.
 - Specific Aims: State the specific aims of the study.
 - Study Design: Briefly describe the study design including appropriate controls.
 - Impact: Summarize how the proposed project is relevant and will have an impact on the outcomes of individuals with ASD and the understanding of ASD.
 - Innovation: Briefly describe how the proposed project uses innovation to yield critical discoveries, new avenues of investigation, or major advancements to improve the understanding of ASD and ultimately to improve outcomes of individuals with ASD.

- **Attachment 4: Public Abstract (one-page limit):** Upload as “PublicAbs.pdf.”
Clearly describe, in a manner readily understood by lay persons, the central critical problem or question to be addressed, the innovative aspect of the research, the relevance of the project to ASD, and the potential impact of the proposed research on the understanding of ASD and/or ASD outcomes. Do not duplicate the technical abstract; the public abstract is used by consumer peer reviewers along with other components of the application package.

- **Attachment 5: Statement of Work (SOW) (two-page limit):** Upload as “SOW.pdf.” Refer to the General Application Instructions, Section II.B., for detailed information.

Each PI must submit an identical copy of a jointly created SOW. The contributions of the Initiating PI and Partnering PI(s) should be noted for each task.

- **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.

Initiating and Partnering PIs must each submit a unique and separate detailed budget and justification. The combined total budgets proposed by all PIs must not exceed the maximum allowable funding limit.

- **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: 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). Describe the anticipated long-term gains from this research course. 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 9: Innovation Statement (one-page limit):** Upload as “Innovation.pdf.”

Summarize how the proposed research is innovative. Investigating the next logical step or an incremental advancement on published data is not considered innovative.

Although not all inclusive, the following examples are ways in which the proposed research may be innovative; these examples are intended to help PIs frame the innovative features of the research proposed:

- Study concept – Investigation of a novel idea and/or research question
- Research method or technology – Use of novel research methods or new technologies, including technology development, to address a research question
- Novel method or technology – Development of a novel method or technology for prevention, detection, diagnosis, or treatment
- Existing methods or technologies – Application or adaptation of existing methods or technologies for novel research or clinical purposes, or for research or clinical purposes that differ fundamentally from those originally intended

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

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

Application Components for the Partnering PI(s):

The Partnering PI must follow the link in the email from CDMRP eReceipt and complete the registration process prior to the application submission deadline in order to associate his/her grant application package with that of the Initiating PI.

The application submission process for the Partnering PI uses an abbreviated application package of forms and attachments from Grants.gov that includes:

1. SF 424 (R&R) Application for Federal Assistance Form

2. Attachments Form

- **Attachment 5: Statement of Work (SOW) (three-page limit):** Upload as “SOW.pdf.” Refer to the General Application Instructions for detailed information on completing the SOW. *Each PI must submit an identical copy of a jointly created SOW. The contributions of the Initiating PI and Partnering PI (s) should be noted for each task.*
- **Attachment 6: Detailed Budget and Justification:** Use the Detailed Budget and Justification form (available for download on the Full Announcement page in Grants.gov). Upload as “Budget.pdf.” *Initiating and Partnering PIs must each submit a unique and separate detailed budget and justification.* The combined total budgets proposed by all PIs must not exceed the maximum allowable funding limit.
- **Attachment 7: Subaward Detailed Budget and Justification (if applicable):** Use a separate Detailed Budget and Justification form for each subaward budget. Combine into a single file and upload as “SubBudgets.pdf.”

3. Project/Performance Site Location(s) Form

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/fundingprocess.htm>.

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, which are of equal importance:

- **Impact**
 - How the proposed project is relevant to ASD.
 - How the anticipated outcomes from the proposed project compare to information/products currently available, if applicable.
 - How well the anticipated short-term outcome(s)/product(s) (intellectual and/or tangible) are described.
 - How well the anticipated long-term gains from this research course are described.
 - How the proposed project, if successful, will ultimately improve the outcomes of individuals with ASD.
- **Innovation**
 - How well the research proposes new paradigms, challenges existing paradigms, or is otherwise uniquely creative in one or more of the following ways: Concept or question, research methods or technologies, adaptations of existing methods or technologies, or other ways.
 - To what degree the proposed research represents more than an incremental advance upon published data.
- **Research Strategy and Feasibility**
 - How well the scientific rationale supports the project and its feasibility, as demonstrated by the presentation of preliminary data relevant to the project, logical reasoning, and critical review and analysis of the literature.
 - How well the hypotheses or objectives, specific aims, experimental design, methods, and analyses are developed and support completion of the proposed project.
 - How well the PI acknowledges potential problems and addresses alternative approaches.
 - Whether the proposal includes an appropriate statistical plan with power analysis, if applicable.
 - How well the proposal describes access to and the availability of human subjects or human biological samples, if applicable.
 - If utilizing the Multiple PI option, how well the proposed research addresses a

central problem or question in ASD research rather than an additive set of unrelated subprojects.

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

- **Personnel**
 - How the research team's background and expertise are appropriate to accomplish the proposed research.
 - To what degree the levels of effort are appropriate for successful conduct of the proposed research.
 - If utilizing the Multiple PI option, to what degree the Initiating and Partnering PIs have an equal level of intellectual input and effort in the proposed research project.
 - If utilizing the Multiple PI option, how well the proposal provides a clear and balanced plan outlining the contributions of each investigator to the overall project.
- **Environment**
 - How the scientific environment is appropriate for the proposed research.
 - How the research requirements are supported by the availability of and accessibility to facilities and resources (including collaborative arrangements).
 - How 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**
 - 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
- Program portfolio composition
- Programmatic relevance
- Ratings and evaluations of the peer reviewers
- Relative impact and innovation

V. ADMINISTRATIVE ACTIONS

After receipt of pre-applications from CDMRP eReceipt 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 exceeds page limit.
- Preproposal Narrative is missing.
- Page size is larger than 8.5 inches x 11.0 inches (approximately 21.59 cm x 27.94 cm).

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).
- Submission of an application for which a letter of invitation was not received.

B. Modifications

- Pages exceeding the specified limits will be removed prior to review for all documents other than the Project Narrative and Preproposal 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 ARP Integration Panel (IP) member(s) is found to be involved 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 FY10 ARP IP members may be found at <http://cdmrp.army.mil/arp/panel10.htm>.
- 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 maximum allowed by this Program Announcement/Funding Opportunity.
- Inclusion of URLs with the exception of links to published references.
- The proposed research project includes 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 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

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

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

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

Grants.gov Application Components	Action	Initiating PI Completed	Partnering PI Completed
SF-424 (R&R) Application for Federal Assistance Form	Complete form as instructed		
Attachments Form	Upload Project Narrative (ProjectNarrative.pdf) as Attachment 1		Not Applicable (N/A)
	Upload Supporting Documentation (Support.pdf) as Attachment 2		N/A
	Upload Technical Abstract (TechAbs.pdf) as Attachment 3		N/A
	Upload Public Abstract (PublicAbs.pdf) as Attachment 4		N/A
	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 Impact Statement (Impact.pdf) as Attachment 8		N/A
	Upload Innovation Statement (Innovation.pdf) as Attachment 9		N/A
Research & Related Senior/Key Person Profile (Expanded)	Attach PI Biographical Sketch (Biosketch_LastName.pdf) to the appropriate field		N/A
	Attach PI Current & Pending Support (Support_LastName.pdf) to the appropriate field		N/A
	Attach Biographical Sketch (Biosketch_LastName.pdf) for each senior/key person to the appropriate field		N/A
	Attach Current & Pending Support (Support_LastName.pdf) for each senior/key person to the appropriate field		N/A
Project/Performance Site Location(s) Form	Complete form as instructed		N/A