

# Program Announcement

for the

Department of Defense

Defense Health Program

Congressionally Directed Medical Research Programs

Joint Program Committee 8 / Clinical and Rehabilitative Medicine Research Program

## Reconstructive Transplant Research Idea Discovery Award

**Funding Opportunity Number: W81XWH-15-RTR-IDA**

**Catalog of Federal Domestic Assistance Number: 12.420**

### SUBMISSION AND REVIEW DATES AND TIMES

- **Pre-Application Deadline:** 5:00 p.m. Eastern time (ET), September 16, 2015
- **Application Submission Deadline:** 11:59 p.m. ET, October 14, 2015
- **End of Application Verification Period:** 5:00 p.m. ET, October 20, 2015
- **Peer Review:** December 2015
- **Programmatic Review:** March 2016

*The CDMRP eReceipt System has been replaced with the electronic Biomedical Research Application Portal (eBRAP). Principal Investigators and organizational representatives should register in eBRAP as soon as possible. All pre-applications must be submitted through eBRAP. In addition, applications submitted through Grants.gov will now be available for viewing, modification, and verification in eBRAP prior to the end of the application verification period.*

*This Program Announcement/Funding Opportunity 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.*

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## **I. FUNDING OPPORTUNITY DESCRIPTION**

### **A. Program Description**

Applications to the Fiscal Year 2015 (FY15) Reconstructive Transplant Research (RTR) Program are being solicited for the Defense Health Agency, Research, Development, and Acquisition (DHA RDA) Directorate, by the U.S. Army Medical Research Acquisition Activity (USAMRAA). As directed by the Office of the Assistant Secretary of Defense for Health Affairs, the DHA RDA Directorate manages and executes the Defense Health Program (DHP) Research, Development, Test, and Evaluation (RDT&E) appropriation. This Program Announcement/Funding Opportunity and subsequent awards will be managed and executed by the Congressionally Directed Medical Research Programs (CDMRP with strategic oversight from Joint Program Committee 8/Clinical and Rehabilitative Medicine Research Program (JPC-8/CRM RP)).

The RTR program was initiated in 2012 to fund innovative projects that have the potential to make a significant impact on improving the function, wellness, and overall quality of life for injured military Service members and Veterans, their caregivers and family members, and the American public. Appropriations for the RTR from FY12 through FY14 totaled \$30 million (M). The FY15 appropriation is \$15M.

The JPC-8/CRM RP mission is to implement long-term strategies to develop knowledge and materiel products to reconstruct, rehabilitate, and provide definitive care for injured Service members. The ultimate goal is to return Service members to duty and restore their quality of life. Through the RTR program, the JPC-8/CRM RP challenges the scientific community to design innovative research that will foster new directions for, and address neglected issues in, the field of reconstructive transplantation (RT), specifically vascularized composite allotransplantation (VCA)-focused research, also known as composite tissue allotransplantation. VCA refers to the transplantation of multiple tissues such as muscle, bone, nerve, and skin, as a functional unit (e.g., a hand or face) from a deceased donor to a recipient with a severe injury. Psychosocial issues are associated with barriers to VCA outcomes and the characterization of appropriate strategies which address psychosocial issues are needed to improve outcomes.

Applications from investigators within the military Services and applications involving multidisciplinary collaborations among academia, industry, the military Services, the U.S. Department of Veterans Affairs (VA), and other Federal Government agencies are highly encouraged. Though the RTR award mechanisms support groundbreaking research, all projects must demonstrate solid scientific rationale with military-relevant utility.

### **B. FY15 RTR Focus Areas**

To meet the intent of the FY15 RTR award mechanisms, applicants must address one or more of the Focus Areas listed below:

- Immune system regulation
  - Understanding mechanisms of immune rejection

- Immunomodulation approaches and mechanisms (e.g., tolerance induction, chimerism)
- Optimizing immunosuppressive drug regimens
- Exploiting inflammatory processes, controlling and modulating a patient's immune response to improve existing therapies and maximize outcomes (e.g., immuno-engineering)
- Improved access to reconstructive transplantation
  - Improved tissue preservation techniques or technologies to extend radius of donor procurement
  - Development of educational programs for health care providers to improve referrals of potential reconstructive transplantation candidates
  - Identification of patient-driven barriers to transplantation (i.e., patient is suitable anatomically and immunologically, but declines opportunity for transplant)
  - Identification of barriers to donor offers for reconstructive transplantation, and strategies to address the same
- Reconstructive transplantation rehabilitation
  - Novel rehabilitation strategies that improve reconstructive transplant function
  - Development of Quality of Life outcome measures for VCA
- Graft surveillance – clinical monitoring
  - Non-invasive imaging technologies
  - Immune profiling (e.g., gene expression, graft rejection markers, cytokine screens)
- Psychosocial issues associated with VCA
  - Identification of strategies and behavioral interventions that optimize patient engagement and adherence

### C. Award Information

The RTR Idea Discovery Award (RTR IDA) mechanism is being offered for the first time in FY15. A synopsis of all FY15 RTR Program Announcements/Funding Opportunities is available at <http://cdmrp.army.mil/funding/pdf/15rtrprefable.pdf>.

The intent of the RTR IDA is *to support innovative, untested, high-risk/potentially high-reward concepts, theories, paradigms, and/or methods* relevant to RT. Studies supported by this award are expected to develop robust data that will lay the groundwork for future avenues of scientific investigation. The proposed research project should include a well-formulated, testable hypothesis based on strong scientific rationale and study design.

The Idea Discovery Award is not intended to support a logical progression of an already established research project. *The proposed research project should be novel and innovative.* Innovative research may introduce a new paradigm, challenge existing paradigms, look at

existing problems from new perspectives, or exhibit other uniquely creative qualities. Research that is an incremental advance upon published data is not considered innovative and will not be considered for funding under this award mechanism.

***Inclusion of preliminary data is encouraged.*** The outcome of research supported by this award should be the generation of robust data that can be used as a foundation for future research projects to reveal breakthroughs or new avenues in regenerative medicine.

***Use of human subjects and human anatomical substances is limited to preclinical or clinical research. Clinical trials are not allowed under this funding opportunity.*** A clinical trial is defined as a prospective accrual of human subjects where an intervention (e.g., device, drug, biologic, surgical procedure, rehabilitative modality, behavioral intervention, etc.) is tested on a human subject for a measurable outcome with respect to exploratory information, safety, effectiveness, and/or efficacy. This outcome represents a direct effect on the human subject of that intervention or interaction.

***PIs wishing to apply for funding for a clinical trial should utilize the FY15 RTR Clinical Trial Award mechanism (Funding Opportunity Number: W81XWH-15-RTR-CTA).***

**Research Involving Human Anatomical Substances, Human Subjects, or Human Cadavers:** All DoD-funded research involving new and ongoing research with human anatomical substances, human subjects, or human cadavers 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 requirements governing all research involving human anatomical substances, human subjects, or human cadavers that is supported by the DoD. These laws and requirements will necessitate information in addition to that supplied to the IRB. ***Allow a minimum of 2 to 3 months for HRPO regulatory review and approval processes.*** Refer to the General Application Instructions, Appendix 5, and the Human Subject Resource Document available on the eBRAP “Funding Opportunities & Forms” web page (<https://ebrap.org/eBRAP/public/Program.htm>) for additional information.

**Research Involving Animals:** All DoD-funded research involving new and ongoing research with animals must be reviewed and approved by the USAMRMC ORP Animal Care and Use Review Office (ACURO), in addition to the local Institutional Animal Care and Use Committee (IACUC) of record. IACUC approval at the time of submission is not required. Specific documents relating to the use of animals in the proposed research will be requested if the application is selected for funding. The ACURO must review and approve all animal use prior to the start of working with animals. PIs must submit the institutional animal use protocol, IACUC approval of that protocol, and a version of the animal use appendix titled “Research Involving Animals.” ***Allow at least 3 to 4 months for regulatory review and approval processes for animal studies.*** Refer to General Application Instructions, Appendix 5, for additional information.

**DoD Collaboration and Alignment Encouraged:** Relevance to the health care needs of the Armed Forces, their family members, and/or the U.S. Veteran population is a key feature of this

award. Therefore, Principal Investigators (PIs) are strongly encouraged to collaborate, integrate, and/or align their research projects with military and/or VA research laboratories and programs. The following websites may be useful in identifying information about ongoing DoD areas of research interest:

Air Force Research Laboratory  
<http://www.wpafb.af.mil/afrl>

Armed Forces Institute of Regenerative  
Medicine <http://www.afirm.mil>

Center for Neuroscience and Regenerative  
Medicine <http://www.usuhs.mil/cnrm/>

Clinical and Rehabilitative Medicine  
Research Program  
<https://crmrp.amedd.army.mil>

Combat Casualty Care Research Program  
<https://ccc.amedd.army.mil>

Congressionally Directed Medical Research  
Programs <http://cdmrp.army.mil>

Defense Advanced Research  
Projects Agency <http://www.darpa.mil>

Defense Health Agency – Research,  
Development, and Acquisition Directorate  
<http://www.health.mil/About-MHS/Defense-Health-Agency/Research-Development-Acquisition>

Defense Technical Information Center  
<http://www.dtic.mil>

Military Infectious Diseases Research  
Program <https://midrp.amedd.army.mil>

Military Operational Medicine Research  
Program <https://momrp.amedd.army.mil>

National Center for Telehealth and  
Technology <http://t2health.org/>

National Museum of Health and Medicine  
<http://www.medicalmuseum.mil/index.cfm>

Naval Health Research Center  
<http://www.med.navy.mil/sites/nhrc>

Navy and Marine Corps Public  
Health Center  
<http://www.med.navy.mil/sites/nmcphc>

Office of Naval Research  
<http://www.med.navy.mil>

Office of the Under Secretary of Defense for  
Acquisition, Technology and Logistics  
<http://www.acq.osd.mil/>

U.S. Army Medical Research Acquisition  
Activity <https://www.usamraa.army.mil/>

***The CDMRP intends that information, 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 3, Section L.***

#### **D. Eligibility Information**

- Independent investigators at all academic levels (or non-academic equivalent) are eligible to submit applications.
- Cost sharing/matching is not an eligibility requirement.
- Eligible investigators must apply through an organization. Organizations eligible to apply include national, international, for-profit, nonprofit, 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 anticipated total costs (direct and indirect) budgeted for the entire period of performance will not exceed **\$450,000**. Indirect costs are to be budgeted in accordance with the organization's negotiated rate. No budget will be approved by the Government exceeding **\$450,000** total costs or using an indirect rate exceeding the organization's negotiated rate.
- 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.

Refer to the General Application Instructions, Section II.C.5., 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.5. of the General Application Instructions.***

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

- Salary
- Research supplies
- Equipment
- Research-related subject costs
- Travel between collaborating organizations
- Travel costs to attend scientific/technical meetings

Shall not be requested for:

- Clinical trial costs

Intramural (DoD), other Federal agency, and extramural investigators are encouraged to apply to this Program Announcement/Funding Opportunity. An intramural investigator is defined as a DoD military or civilian employee working within a DoD laboratory or medical treatment facility, or working in a DoD activity embedded within a civilian medical center. Intramural applicants and collaborators are reminded to coordinate receipt and commitment of funds through their respective resource managers. It is permissible for an intramural investigator to be named as a collaborator on an application submitted by an extramural investigator. ***In such cases, the extramural investigator must include a letter from the intramural collaborator's Commander or Commanding Officer that authorizes the involvement of the intramural collaborator.***

As required of all applicants to this Program Announcement/Funding Opportunity, if PIs from Federal agencies submit applications, they must submit through Grants.gov. Therefore, Federal

applicants must be familiar with Grants.gov requirements, including the need for an active System for Award Management (SAM) registration and a Data Universal Numbering System (DUNS) number. Refer to Section II.A. of the General Application Instructions for further information regarding Grants.gov requirements.

Awards to extramural organizations will consist solely of assistance agreements (Cooperative Agreements and Grants). Awards to intramural agencies and other Federal agencies may be executed through a direct fund transfer (e.g., the Military Interdepartmental Purchase Request [MIPR] or Funding Authorization Document [FAD] process). Direct transfer of funds from the recipient to a Federal agency is not allowed except under very limited circumstances. Refer to the General Application Instructions, Section II.C.5. Research & Related Budget, for additional information on budget considerations for applications involving Federal agencies.

***The CDMRP expects to allot approximately \$2.7M of the \$15M FY15 RTR appropriation to fund approximately 6 FY15 RTR Idea Discovery 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 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.

Submission is a two-step process requiring both (1) pre-application submission through the electronic Biomedical Research Application Portal (eBRAP) (<https://eBRAP.org/>) and (2) application submission through Grants.gov (<http://www.grants.gov/>). Refer to the General Application Instructions, Section II.A. for registration and submission requirements for eBRAP and Grants.gov.

eBRAP is a multifunctional web-based system that allows PIs to submit their pre-applications electronically through a secure connection, to view and edit the content of their pre-applications and full applications, to receive communications from the CDMRP, and to submit documentation during award negotiations and period of performance. A key feature of eBRAP is the ability of an organization's representatives and PIs to view and modify the Grants.gov application submissions associated with them. eBRAP will validate Grants.gov application files against the specific Program Announcement/Funding Opportunity requirements and discrepancies will be noted in an email to the PI and in the Full Application Files tab in eBRAP. It is the applicant's responsibility to review all application components for accuracy as well as ensure proper ordering as specified in this Program Announcement/Funding Opportunity.

PIs should ensure that their name and email address are the same as the name and email address that will be provided on the SF-424 Form of the Grants.gov application package submitted to Grants.gov. The organization, Business Officials, PI(s), and eBRAP log number named in the full application submitted to Grants.gov must match those named in the pre-application in eBRAP.

## A. Where to Obtain the Grants.gov Application Package

To obtain the Grants.gov application package, including all required forms, perform a basic search using the Funding Opportunity Number W81XWH-15-RTR-DA in Grants.gov (<http://www.grants.gov/>).

## B. Pre-Application Submission Content

All pre-application components must be submitted by the PI through eBRAP (<https://eBRAP.org/>).

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 pre-application, the PI must contact the CDMRP Help Desk at [help@eBRAP.org](mailto:help@eBRAP.org) or 301-682-5507.

The pre-application consists of the following components, which are organized in eBRAP 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**
  - Enter contact information for the PI. Enter the organization’s Business Official responsible for sponsored program administration (the “person to be contacted on matters involving this application” in Block 5 of the Grants.gov SF-424 Form). The Business Official must either be selected from the eBRAP list or invited in order for the pre-application to be submitted.
  - It is recommended that PIs identify an Alternate Submitter in the event that assistance with pre-application submission is needed.
- **Collaborators and Key Personnel – Tab 3**
  - Enter the name, organization, and role of all collaborators and key personnel associated with the application.
  - [FY15 JPC-8 Regenerative Medicine Working Group](#) members should not be involved in any pre-application or application. For questions related to JPC-8 Regenerative Medicine Working Group members and pre-applications or applications, refer to [Section IV.C., Withdrawal](#), or contact the CDMRP Help Desk at [help@eBRAP.org](mailto:help@eBRAP.org) or 301-682-5507.
- **Conflicts of Interest (COIs) – Tab 4**
  - List all individuals other than collaborators and key personnel who may have a COI in the review of the application (including those with whom the PI has a personal or professional relationship).

- **Pre-Application Files – Tab 5**

**Letter of Intent (LOI) (one-page limit):** Provide a brief description of the research to be conducted. Include the Focus Area under which the application will be submitted. LOIs 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 6**

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

### **C. Full Application Submission Content**

***The CDMRP cannot make allowances/exceptions to its policies for submission problems encountered by the applicant organization using system-to-system interfaces with Grants.gov.***

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

***Note: The Project Narrative and Budget Form cannot be changed after the application submission deadline.*** If either the Project Narrative or the budget fails eBRAP validation or if the Project Narrative or Budget Form needs to be modified, an updated Grants.gov application package must be submitted via Grants.gov as a “Changed/Corrected Application” with the previous Grants.gov Tracking ID ***prior to the application submission deadline.***

**Grants.gov application package components:** For the FY15 RTR Idea Discovery 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**

Each attachment to the Grants.gov application forms must be uploaded as an individual PDF file in accordance with the formatting guidelines listed in Appendix 2 of the General Application Instructions. For all attachments, ensure that the file names are consistent with the guidance. Grants.gov will reject attachments with file names longer than 50 characters or incorrect file names that contain characters other than the following: A-Z, a-z, 0-9, underscore, hyphen, space, and period. In addition, Grants.gov has file size limits that may apply in some circumstances. Individual attachments may not exceed 20 MB and the file size for the entire Grants.gov application package may not exceed 200 MB.

- **Attachment 1: Project Narrative (five-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 may result in administrative withdrawal of the application.

Describe the proposed project in detail using the outline below.

- **Hypothesis:** State concisely the new concept, theory, paradigm, and/or method that addresses an important problem relevant to at least one of the FY15 RTR Focus Areas.
- **Rationale:** State concisely the rationale for the proposed research. Inclusion of preliminary data is strongly encouraged.
- **Objectives:** State the specific aims and research strategy of the study.
- **Methods:** Describe the experimental design and methodology in sufficient detail for evaluation.
- **Innovation:** State concisely how the proposed research is novel and innovative.
- **Impact:** Provide a brief statement regarding the potential impact of this work on one or more of the FY15 RTR Focus Areas. It is the responsibility of the applicant to clearly and explicitly articulate the project's impact on Service members and military beneficiaries. Describe how the project will lead to an original and important contribution to the goal of advancing basic, translational, or clinical RTR.
- **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 will result in the removal of those items or may result in administrative withdrawal of the application.***
  - **References Cited:** 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: Include a list of relevant publication URLs and/or patent abstracts. If publications are not publicly available, then copies of up to five published manuscripts may be included in Attachment 2. Extra items will not be reviewed.
- Letters of Organizational Support (two-page limit per letter is recommended): 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 support not requested in the Program Announcement/Funding Opportunity, such as those from members of Congress, do not impact application review or funding decisions.
- Letters of Collaboration (if applicable) (two-page limit per letter is recommended): 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 Property
  - Background and Proprietary Information: All software and data first produced under the award are subject to a Federal purpose license. Provide a list of all background intellectual property to be used in the project or provide a statement that none will be used. If applicable, state and identify the proprietary information that will be provided to the Government and indicate whether the applicant will require a waiver of the Federal purpose license.
  - 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 3, Section L 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.”** Use only characters available on a standard QWERTY keyboard. Spell out all Greek letters, other non-English letters, and symbols. Graphics are not allowed.

The technical abstract is used by all reviewers. State the FY15 RTR Focus Area(s) addressed by the proposed research project. Clearly describe the proposed research including the idea to be studied and the objectives, the innovative aspect of the research, and the expected results and how they will be used as a foundation for future research projects.

- **Attachment 4: Lay Abstract (one-page limit): Upload as “LayAbs.pdf.”** Use only characters available on a standard QWERTY keyboard. Spell out all Greek letters, other non-English letters, and symbols. Graphics are not allowed.

The lay abstract is used by all reviewers. State the FY15 RTR Focus Area(s) addressed by the proposed research project. Include an overview of the proposed research project that can be readily understood by readers without a background in science or medicine. Clearly describe the idea to be studied, the innovative aspect of the research, and the expected results and how they will be used as a foundation for future research projects. Do not duplicate the technical abstract.

- **Attachment 5: Statement of Work (SOW) (three-page limit): Upload as “SOW.pdf.”** The suggested SOW format and examples specific to different types of research projects are available on the eBRAP “Funding Opportunities & Forms” web page (<https://ebrap.org/eBRAP/public/Program.htm>). For the Idea Discovery Award mechanism, use the SOW format example titled “SOW for Basic Research.” The SOW must be in PDF format prior to attaching. Refer to the General Application Instructions, Section II.C.3., for detailed guidance on creating the SOW.
- **Attachment 6: Collaborating DoD Military Facility Budget Form(s), if applicable: Upload as “MFBudget.pdf.”** If a Military Facility (military health system facility, research laboratory, treatment facility, dental treatment facility, or a DoD activity embedded with a civilian medical center) will be a collaborator in performance of the project, complete the Collaborating DoD Military Facility Budget Form (available for download on the eBRAP “Funding Opportunities & Forms” web page), including a budget justification, for each Military Facility as instructed. Refer to the General Application Instructions, Section II.C.8., for detailed information.

**3. Research & Related Senior/Key Person Profile (Expanded):** Refer to the General Application Instructions, Section II.C.4., for detailed information.

- **PI Biographical Sketch (five-page limit): Upload as “Biosketch\_LastName.pdf.”** The suggested biographical sketch format is available on the “Funding Opportunities & Forms” web page (<https://ebrap.org/eBRAP/public/Program.htm>) in eBRAP. The five-page National Institutes of Health Biographical Sketch may also be used.
- **PI Previous/Current/Pending Support (no page limit): Upload as “Support\_LastName.pdf.”**
- **Key Personnel Biographical Sketches (five-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.5., for detailed information.
  - Budget Justification (no page limit): Upload as “BudgetJustification.pdf.” The budget justification for the entire period of performance must be uploaded to the Research & Related Budget after completion of the budget for Period 1.
5. **Project/Performance Site Location(s) Form:** Refer to the General Application Instructions, Section II.C.6., for detailed information.
6. **R & R Subaward Budget Attachment(s) Form (if applicable):** Refer to the General Application Instructions, Section II.C.7., for detailed information.

#### **D. Applicant Verification of Grants.gov Submission in eBRAP**

Prior to the end of the application verification period, PIs and organizational representatives can review and modify in eBRAP certain components of an application submitted to Grants.gov. Following retrieval and processing of the Grants.gov application, eBRAP will notify the organizational representatives and PI by email to log into eBRAP to review, modify, and verify the Grants.gov application submission. eBRAP will validate retrieved files against the specific Program Announcement/Funding Opportunity requirements and discrepancies will be noted in both the email and in the Full Application Files tab in eBRAP. eBRAP does not confirm the accuracy of file content. It is the applicant’s responsibility to review all application components and ensure proper ordering as specified in the Program Announcement/Funding Opportunity. *If either the Project Narrative or the budget fails eBRAP validation, an updated Grants.gov application package must be submitted via Grants.gov as a “Changed/Corrected Application” with the previous Grants.gov Tracking ID prior to the application submission deadline.* The Project Narrative and Budget Form cannot be changed after the application submission deadline.

#### **E. 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 either of these deadlines will result in application rejection.

#### **F. 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 DUNS number to submit applications to Grants.gov. The applicant organization must also be registered in the Entity Management functional area of the SAM with an “Active” status to submit applications through the Grants.gov portal. Refer to the General Application Instructions, Section II.A., for information on Grants.gov registration 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 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 DHA RDA Directorate and the Office of the Assistant Secretary of Defense for Health Affairs, based on (a) technical merit and (b) the relevance to the mission of the DHP, JPC-8/CRM RP, the FY15 RTR program, and to 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 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 nondisclosure 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 Process

1. **Peer Review:** To determine technical merit, all applications will be evaluated according to the following scored criteria, which are listed in decreasing order of importance:
  - **Innovation**
    - To what extent the research proposes new paradigms or challenges existing paradigms.
    - To what extent the proposed research is innovative in one or more of the following ways: concept or question, research methods or technologies, adaptations of methods or technologies or other ways.
    - How the proposed research represents more than an incremental advance on previous work (either the applicant's work or published data).
  - **Scientific Merit**
    - How the proposed research project addresses an important scientific question relevant to at least one of the FY15 RTR Focus Areas.
    - Whether the research demonstrates the potential to generate robust data that can be used as a foundation for future research projects.

- How the rationale, experimental design, and methodology are appropriate to test the hypothesis.
- **Impact**
  - How well the study addresses a critical problem in reconstructive transplantation research and regenerative medicine.
  - To what extent the project will lead to an original and important contribution to the goal of advancing basic, translational, or clinical research or the quality of life of Service members, Veterans, and/or beneficiaries.
  - To what extent the proposed research will provide original and important contributions to the goal of advancing research with relevance to military beneficiaries in one or more of the FY15 RTR Focus Areas.
  - How the proposed study is responsive to the health care needs of military Service members, Veterans, and/or beneficiaries.

In addition, the following unscored criteria will also contribute to the overall evaluation of the application:

- **Personnel**
    - To what extent the research team's background and expertise are appropriate to accomplish the proposed research.
    - To what extent the levels of effort are appropriate for successful conduct of 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 influence the review.
  - **Environment**
    - To what extent the scientific environment is appropriate for the proposed research project.
    - How well the research requirements are supported by the availability of and accessibility to facilities and resources (including collaborative arrangements).
    - To what extent the quality and level of institutional support are appropriate for the proposed research project.
- 2. Programmatic Review:** To make funding recommendations and select the application(s) that, individually or collectively, will best achieve the program objectives, the following equally considered criteria are used by programmatic reviewers:

- a. Ratings and evaluations of the peer reviewers**
- b. Relevance to the mission of the DHP, JPC-8/CRM RP, and FY15 RTR, 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 email notification of posting of the funding recommendation in eBRAP. Each PI will receive a peer review summary statement on the strengths and weaknesses of the application.

## **IV. 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:

- Pre-application was not submitted.
- Project Narrative exceeds page limit.
- Project Narrative is missing.
- Budget is missing.
- Submission of the same research project to different Program Announcements/Funding Opportunities within the same program and fiscal year.

### **B. Modification**

- Pages exceeding the specific limits will be removed prior to review for all documents other than the Project Narrative.
- Documents not requested will be removed.

## C. Withdrawal

The following may result in administrative withdrawal of the application:

- A FY15 JPC-8 Regenerative Medicine Working Group 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 documentation. **A list of the FY15 JPC-8 Regenerative Medicine Working Group members can be found at <http://cdmrp.army.mil/rtrp/panels/panels15>**
- The application fails to conform to this Program Announcement/Funding Opportunity description to the extent that appropriate review cannot be conducted.
- 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.
- If a clinical trial is proposed, the application will be withdrawn.

## 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, 2016. Refer to the General Application Instructions, Appendix 3, for additional award administration information.

Any assistance instrument awarded under this Program Announcement/Funding Opportunity will be governed by the award terms and conditions, which conform to DoD's implementation of the Office of Management and Budget (OMB) circulars applicable to financial assistance. Terms and conditions of new awards made after December 26, 2014 may include revisions to reflect DoD implementation of new OMB guidance in the Code of Federal Regulations, Title 2, Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" (2 CFR part 200).

## **B. Administrative Requirements**

Refer to the General Application Instructions, Appendix 3 for general information regarding administrative requirements.

## **C. National Policy Requirements**

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

## **D. Reporting**

Refer to the General Application Instructions, Appendix 3, Section I, for general information on reporting requirements.

Quarterly technical progress reports and quad charts will be required.

## **E. Award Transfers**

Refer to the General Application Instructions, Appendix 3, Section M, 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 eBRAP 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@eBRAP.org](mailto:help@eBRAP.org)

### **B. Grants.gov Contact Center**

Questions related to application submission through 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](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 or by responding to the prompt provided by Grants.gov when first downloading the Grants.gov application package. If the Grants.gov 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	Upload Order	Action	Completed
SF-424 (R&R) Application for Federal Assistance		Complete form as instructed.	
Attachments Form	1	Project Narrative: Upload as Attachment 1 with file name "ProjectNarrative.pdf."	
	2	Supporting Documentation: Upload as Attachment 2 with file name "Support.pdf."	
	3	Technical Abstract: Upload as Attachment 3 with file name "TechAbs.pdf."	
	4	Lay Abstract: Upload as Attachment 4 with file name "LayAbs.pdf."	
	5	Statement of Work: Upload as Attachment 5 with file name "SOW.pdf."	
	6	Collaborating DoD Military Facility Budget Form(s): Upload as Attachment 6 with file name "MFBudget.pdf," if applicable.	
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_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.	