

## Frequently Asked Questions (FAQ)—LSDF 2009 Program Grant Competition

This FAQ addresses key issues for LSDF 2009 Program grants and may be amended in response to questions received from the community. In the event of a discrepancy between this FAQ and the RFP, the RFP shall take precedence. Also see the general FAQ ([http://www.lsdfa.org/about/FAQ\\_gen.pdf](http://www.lsdfa.org/about/FAQ_gen.pdf)) for general questions and answers. Questions about grant programs and proposal guidelines may be addressed to LSDF by e-mail ([programs@lsdfa.org](mailto:programs@lsdfa.org)) or telephone (206-732-6770).

### Key Dates—LSDF 2009 Program Grant Competition

Proposal due	Wednesday, July 22, 2009, 5:00PM PDT
Interviewee selection	November 10, 2009
Interviews (in Seattle)	Week of January 11, 2010
Awards announcement	February 16, 2010

#### A. What are the submission requirements for the LSDF 2009 Program Grant Competition?

##### A.1 What elements are required?

Applications consist of (1) a letter of intent (LOI), and (2) a proposal, which includes a narrative, budget, and other attachments. Application materials must be submitted electronically at [www.lsdfa.org/grants/apply.html](http://www.lsdfa.org/grants/apply.html).

##### A.2 Will LSDF provide feedback on the LOI?

No. LSDF will not give feedback on an LOI nor use it as a screening mechanism. It declares your intent to submit a proposal.

##### A.3 What is an LOI?

The LOI, the first part of the application process, assists LSDF in planning proposal reviews. It is essentially an abstract with basic information about the principal investigator and organization. Submitting an LOI does not require submission of a proposal, but the converse is required: a proposal cannot be submitted without an LOI.

**A.4 Does an LOI automatically entitle the principal investigator to submit a proposal?**

Yes, if properly submitted, unless LSDF communicates otherwise with the principal investigator.

**A.5 Can a program proposal that has not been funded by LSDF be broken up and resubmitted as multiple project proposals in a project competition?**

A program proposal can be revised into smaller, project proposals, but each principal investigator can submit only one proposal.

**B. What are the most important features of LSDF program proposals?**

*Programs vs. Projects*

**B.1 How does the LSDF define programs? Projects?**

**Programs** are new collaborative research initiatives that address major problems within a field of study and position organizations for future competitiveness and leadership. Programs must be innovative within their fields, demonstrate significant organizational commitment, and exhibit potential for long-term growth and sustainability beyond the LSDF award period. A program is not simply a series of research projects or studies performed in parallel. Rather, programs require synergy among participating researchers that would not exist but for the organization of their efforts into the program.

**Projects** are investigator-initiated studies that will be accomplished during the LSDF award term. Projects typically focus on research topics or concepts that require significant work before commercialization or widespread implementation or adoption.

Given the major differences in scope and objectives between programs and projects, submission of the same proposal to both program and project grant competitions is strongly discouraged.

*Necessity for LSDF Investment*

**B.2 What does the LSDF mean when it asks principal investigators to consider why the program cannot be accomplished without LSDF's investment? Clearly, principal investigators would not be applying for LSDF support if they did not need the funds.**

LSDF seeks unique opportunities for investment in programs with strong potential to improve health and health care, research competitiveness, and

economic vitality in Washington State. LSDF awards are not intended to replicate or replace funding from sources such as the National Institutes of Health, the Small Business Innovation Research Program, universities, or angel investors. Principal investigators must clearly articulate why funding from other sources is not available for the proposed program.

## ***Budget***

### **B.3 What are the components of the detailed budget?**

The LSDF detailed budget is similar to the National Institutes of Health detailed budget format. For example, the personnel category must include the name, role, percent effort, salary and fringe benefit amounts for each employed individual on the program. For the other categories (equipment, supplies, travel, and other), an itemized listing by general subcategory is required. Finally, the same level of detail is required for each subcontract.

LSDF also requires a total program budget for the first five years of the program or the LSDF grant period (whichever is longer) that includes both total income (resources) and total expenditures by income source.

### **B.4 Which costs are allowable?**

All costs reasonably associated with the proposed program are allowable, including salaries, equipment, facilities and administrative costs, supplies, services, and travel. Facilities remodeling and recruiting costs are allowable for program proposals. However, costs associated with patient care beyond what is required for program research are not allowed.

### **B.5 Is cost-sharing required?**

There is no strict formula for cost-sharing, but LSDF expects that applicant organizations will make tangible resource commitments to support the proposed programs. Resource commitments may include, but are not limited to:

- creation and support of positions for key programmatic researchers;
- support of technical and administrative personnel;
- provision of facilities that are newly or specifically designated for program activities;
- improvement of facilities;
- dedication of equipment or supplies for the program;
- absorption of facilities and administrative costs; and
- matching funds from institutional sources.

**C. How will LSDF Program proposals be evaluated and selected for funding?**

Proposal evaluation is a two-phase process conducted by expert reviewers from outside of Washington State, convened by the American Association for the Advancement of Science. In the first phase, expert panels will provide consensus reviews of all proposals. In the second phase, an expert panel will interview a subset of principal investigators and provide consensus reviews of all proposals selected for interview. Reviewers will place proposals into one of three categories based on their recommendation for interview (first-phase review) or funding (second-phase review): Not Recommended, Recommended, or Highly Recommended.

The LSDF Board of Trustees will select grant recipients from among the interviewees. The board's selections will be based on reviewer recommendations, the availability of funds, the grant competition goals, and LSDF's strategic goals – improving health and health care, stimulating economic activity, and promoting life sciences competitiveness. The board may also consider other factors in making award decisions, including diversity of research topics; variety of health, health-care, and economic benefits; and geographic impact.