Case Western Reserve University | Clinical and Translational Science Collaborative

REDI Pilot Funding Opportunity FAQs

Application ID

- **Does the study team only need one ID for the study to be uploaded?**
  - Yes, one SPARC ID.

Budget

- **What expenses can be included in the budget?**
  - Please see **Annual Pilot** guidelines https://case.edu/medicine/ctsc/pilot-programs/annual-pilot (near bottom of page titled *Annual Pilot Budget Request Guide*) for guidance.

- **Can you budget for less than the disclosed minimum (i.e., less than $15K)?**
  - Yes. If you are budgeting for significantly less than the disclosed minimum, please consider applying for a Core Utilization Pilot (up to $10K). Please e-mail CTSC-administrator@case.edu with questions.

Letters of Recommendation/Support

- **Who can submit letters of recommendation/support?** A PI or Co-I on the proposal/application cannot write a letter of recommendation/support for their own project. All letters must come from sources external to/outside of the project.

- **Who should letters of support/recommendation be addressed to?**
  - We do not have a prescribed way to address letters of support/recommendation. Something similar to "Dear CTSC RED Pilot Funding Opportunity Review Committee" is sufficient.

PI or Study Team Member Transfer

- **What happens to the study and funding if a PI or other study team member moves to another institution (e.g., VA, MetroHealth, UH, Cleveland Clinic)?**
  - Recipients may not transfer these awards to another institution or to another individual. Reallocations in the approved budget require prior written approval before expenditure. Awardees are required to give **90 days notice** of any change in institution, and funds will be prorated when an applicant leaves the institution within any funding year.

REDI Pilot Funding Opportunity FAQs, cont.

Study Team

- **How should students (undergraduate or graduate) who are supporting study research be designated within the proposal (e.g., mentee, trainee, etc.)?**
  - There is no recommended verbiage for how students should be designated in the proposal.

- **Can someone from outside the listed institutions on the funding opportunity (i.e., CWRU, UH, Cleveland Clinic, MetroHealth, VA) serve as a Co-I?**
  - Yes. Investigators from outside institutions may be listed as Co-I on the proposal, however, ONLY SALARY AND FRINGE BENEFITS may be requested for the Co-I. NO INDIRECTS will be paid to the outside institution.

Formatting

- **Should applicants draft requested documents with double- or single-spaces?**
  - Please follow standard NIH style formatting (i.e., 0.5" margins, single spaced, 11 pt. font).

References

- **May applicants include more than 10 references total?**
  - No, please include only 10 references.

- **Can applicants include a supplemental list of references?**
  - No, please include only 10 references.