STANFORD MATERNAL AND CHILD HEALTH RESEARCH INSTITUTE

Structural Racism, Social Injustice and Health Disparities Pilot Grants Policy

GENERAL

The Stanford Maternal and Child Health Research Institute (MCHRI) Structural Racism, Social Injustice and Health Disparities Pilot Grants supports research that not only highlights an important maternal and child health disparity (e.g. racial and ethnic, socioeconomic and geographic, sexual orientation and gender identity) but also focuses on reasons or drivers of these disparities. The projects propose action-oriented strategies to promote equity and improve health outcomes in diverse communities through policy or programmatic changes and innovations.

Investigators are strongly encouraged to engage in partnerships with communities when possible.

AMOUNT OF FUNDING: $35,000 for one year

This award provides both PI salary and non-salary support for hypothesis-driven or hypothesis-seeking research that could lead to research that is externally fundable as a result of the proposed study. The study must be a pilot, concept, development, or feasibility proposal.

All projects must be primarily related to the health of expectant mothers and children. “Child” refers to the expectant mother, oocyte, zygote, embryo, fetus, infant, child and adolescent. The applicant can be any practitioner or scientist who has a focus on maternal or child health research.

GENERAL ELIGIBILITY

- Applications welcome from faculty (CE, MCL, NTLR, NTLT, UTL) at the Instructor rank or above. This mechanism is not intended for Clinical Scholars.
- All applicants must have, or plan on, having a focus on maternal child health research.
- All applicants and their mentors must be MCHRI Members.
- A Primary Research Mentor must be identified for instructors and assistant professors in all faculty lines.
- All applicants must continue to be appointed at the Instructor rank or above for the duration of the award, including any extensions.

The following are not eligible:
- Visiting scholars to Stanford.
- Senior Research Scientists, Research Associates/Assistants.
- Former recipients of MCHRI sponsored awards who have not complied with award/reporting requirements.
- Mentor or applicants who have not cleared overdraft(s) in previous MCHRI awards prior to applying.

Eligibility Summary

<table>
<thead>
<tr>
<th>Eligibility Category</th>
<th>Instructor</th>
<th>Asst. Prof.</th>
<th>Assoc. Prof.</th>
<th>Professor</th>
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<tbody>
<tr>
<td>Early Career</td>
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<tr>
<td>Mid/Senior Investigator</td>
<td>●</td>
<td>●</td>
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CATEGORIES

I. Pilot Early Career Investigators

Eligibility: Instructors & Assistant Professors only

The Pilot Early Career category provides both PI salary and non-salary support for hypothesis-driven or hypothesis-seeking research that could lead to research that is externally fundable as a result of the proposed study. This category is intended to help early-career applicants become independent researchers. The study must be a pilot, concept, development, or feasibility proposal. This mechanism is not intended for trainees.

II. Pilot for Mid/Senior Investigators

Eligibility: Associate Professors & Professors only

The Mid/Senior Investigators category provides non-PI-salary support for high-impact, high-risk projects proposed by mid to senior investigators. We encourage investigators to take their research in a new direction or apply a novel approach to address disparities or to partner with communities. The grant is intended to facilitate projects, which are highly
innovative and, if successful, will facilitate novel directions in research that is fundable by external funding agencies. The study must be a pilot, concept, development, or feasibility proposal.

**AWARD**

Award may be used for:
- PI salary (Instructors and Assistant Professors)
- Research Personnel
- Research Supplies / Services
- Community Partners

<table>
<thead>
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<th>PI Salary</th>
<th>Research Personnel</th>
<th>Research Supplies / Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Career</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Mid/Senior Investigator</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Award may **NOT** be used for (all categories):
- Travel, conference fees, tuition, classes
- Membership dues, journal subscriptions, books
- Office supplies, ITCC communications
- Poster presentations, abstract submissions
- Computer equipment (e.g. iPads, laptops, tablets, smartphones, and other related technologies), software, or accessories unless directly and primarily benefitting the project
- Any other indirect research costs including sub-recipient Facilities and Administrative (F&A) costs

**Timeline**
- Two competitions are offered annually (spring and fall)
- Anticipate a total review turnaround time of 10 weeks from the submission deadline

**Performance Period**
The project proposed must be feasible and completed within 12 months.

**Determination of Funding Level**
If the applicant is successful in obtaining external funding for his/her salary (Early Career category), or for non-salary costs (Early Career and Mid/Senior Investigator categories), s/he must immediately notify MCHRI Administration. *In such a situation, the MCHRI award may be reduced by a comparable amount.*

**No-Cost Extensions (NCX)**
If the project is not completed within 12 months due to *unforeseen* circumstances, a no-cost extension (NCX) of up to 6 additional months may be requested (total study period not to exceed 18 months). Requests must be submitted at least thirty (30) days prior to the award end date. Requests are considered on a case-by-case basis. Not all requests are approved. Only one NCX is granted per project. Detailed instructions are available here.

**Submission and Award Limits**
A single applicant may submit only 1 application per grant cycle.

**IRB Approval**
IRB application must be submitted *prior* to the MCHRI application submission deadline and the IRB review meeting date stated in the MCHRI application. If there is an IRB approval letter, it must be attached with the application. If awarded, the award cannot commence (fund transfer) without the IRB approval letter. For more information, please see: [http://humansubjects.stanford.edu/](http://humansubjects.stanford.edu/)

**MCHRI Resources**
The award may be applied towards a Clinical Research Coordinator and/or Research Nurse to assist with any or all of the following: IRB applications, regulatory document completion, identification of eligible subjects, recruitment, enrollment, clinical data collection or sample acquisition, specimen handling/shipping, quality control, adverse event reporting, data entry, oversight of regulatory compliance, etc. Contact MCHRI Administration to request coordinator services.

**Patient Oriented Research at SCH**
Studies involving patients at Stanford Children’s Health (SCH) must contact the SCH Clinical Research Support Office *early in the study design phase* by emailing crso@stanfordchildrens.org to ensure hospital units involved can assess feasibility and resource requirements are taken into consideration, including hospital costs. Studies that would occur at SCH without CRSO consultation will not be reviewed or may be asked to resubmit in the next cycle.

**Pre-Submission Support**
Assistance with coordination and identification of other Stanford resources. To request support, contact mchri_admin@stanford.edu at least 30 days prior to submission deadline.
PROPOSAL REQUIREMENTS

Biostatistical Consultation
A biostatistical consult is required for all human-based studies and those with power calculations.

As part of a partnership with the Stanford Quantitative Sciences Unit (QSU), MCHRI grant applicants may request services as needed to support the success of their research project (most services at no charge to the investigator). Their expertise is available for consultation, development of grant proposals, and implementation of funded projects. Click here to submit a request directly to the QSU. Request QSU consults no later than 4 weeks prior to submission deadline.

PI Salary Support
Instructors and Assistant Professors must provide a Budget Justification for requesting salary support and how the proposed work will be completed if the entire MCHRI budget is allocated for PI salary.

Mentor Support Form
• A Mentor Support Form is required from the Primary Research Mentor for instructors & assistant professors in all faculty lines. Upon creation of an Online Application Record by the applicant (we encourage applicants to create a record at least 4 weeks prior to submission deadline), the Primary Research Mentor will receive an automated email with a unique link to complete the Mentor Support Form. For further instructions on the Mentor Support Form, please go here.
• The applicant and mentor are required to be a MCHRI Member to apply for this grant. The mentor should be at the Associate Professor or Professor rank.
• A primary research mentor is not required for Associate Professor and Professor ranks. The Mentor Support Form is optional. However, if you select ‘yes’ when submitting your Online Application Record and choose to designate a primary research mentor, your mentor will be required to submit the Mentor Support Form.

Letters of Support
• Letters of support are required from all listed non-primary research mentor(s), co-investigator(s) and collaborator(s).
• Letters are NOT blinded and must be attached at the end of the single, PDF application that is uploaded to the Online application portal.
• CV for community Co-I or collaborator is permissible.

Biosketch
A NIH Biosketch (including Personal Statement) from the applicant, each research mentor and co-investigator must be obtained. The NIH Biosketch template can be obtained here: http://grants1.nih.gov/grants/funding/phs398/phs398.html

Budget and Budget Justification
The applicant must submit a MCHRI Pilot Grants Budget Worksheet detailing all current and potential other sources of funding for this study.

Applicants must identify all potential sources of funding as instructed on the budget form and whether there is any overlap. If the potential sources of funding are not fully and clearly described, the proposal will not be reviewed or the review may be negatively impacted.

REVIEW CRITERIA

Proposals will be reviewed using the following criteria:

1. The proposal is responsive to the goal of the Research on the Structural Racism, Social Injustice and Health Disparities in Maternal and Child Health Pilot Grants. It engages in diverse and inclusive research and addresses the impact of structural racism and social injustice as key drivers in health disparities that affect maternal and child health.

2. These proposal seek to fund small, “seed” projects that will create a foundation for a larger endeavor. The proposed project scope must be feasible and budget realistic for collecting and/or analyzing data within the expected time frame of 12 months.

3. The project highlights an important problem or barrier to progress in maternal and child health disparities (e.g. racial and ethnic, socioeconomic and geographic, sexual orientation and gender identity) and how the proposed work addresses the inequities or closes the gap.

4. The proposed methods should be well aligned with the research questions proposed. A variety of qualitative and quantitative research methods may appropriate. The analysis plans used should be well thought-out and clearly defined.

5. The investigational team has the experience and expertise to perform the study.

6. The applicant seeks input or collaborates with key stakeholders in the community, e.g. advocates,
policymakers, school and community leaders, parents, youth.

7. There is a clear plan for engagement with priority populations, which may include but is not limited to, people identifying as Black, Asian, Pacific Islander, American Indian, Hispanic, bi-or Multiracial, all Sexual Orientation and Gender Identity (SOGI) populations, and mothers and children who live in lower-income communities.

8. The proposal outlines specific plans for dissemination back to community members and other key audiences that may benefit from the research.

SELECTION PROCESS
Proposals are reviewed by an MCHRI Scientific Review Committee.

Reviewer Comments
All applicants receive reviewer comments regardless of award and given the opportunity to address reviewer comments.

AWARDEE RESPONSIBILITIES
The PI will take responsibility for the research idea, development methods, supervision and conduct of the study in addition to the following:

- Award recipients will be required to complete a PDRF in SERA upon notice of award approval and link applicable e-protocols.
- Award recipient and their division/department is responsible for coordinating the transfer of funds to sub-recipients, if applicable.
- Faculty and Instructors keep their Community Academic Profile (CAP) updated and utilize the “Permit PubMed import” feature
- Submit reports in a timely manner, including a Progress Report within 30 days of the award end date
- Provide updates in all Progress Reports on funding status from external and/or internal sources
- Submit progress reports for up to 3 years following the award end date that will include information about grants submitted, publications, employment, and new external funding resulting from this award. Reports should be submitted at 6 and 12 months.
- Acknowledge research support in all publications, abstracts, and presentations as follows:

"The project described in this publication was supported by the Stanford Maternal and Child Health Research Institute."

Award recipients, who have not acknowledged their work, as indicated above, are not eligible for future awards sponsored by the MCHRI.

RESUBMISSION
Applicants not funded may resubmit proposals for future cycles and are encouraged to work with the members of the Review Committee on revisions and/or suggestions for improvement. To be respectful of our reviewers time commitments all requests must be submitted at least one month prior to application due date. A maximum of 1 resubmission is accepted. Attach a Resubmission Summary of Changes (maximum 2 pages) after the Face Page. See the Application Instructions for details. To request a resubmission consultation with a reviewer, contact mchri_admin@stanford.edu.

CONTACT
MCHRI Administration:

mchri_admin@stanford.edu
650-724-0279