# 2018 CTSI Pilot Start-up Award Proposal Form

# Clinical & Translational Science Institute of Southeast Wisconsin *(Note: this form is for a 6-month Start-up project for preliminary pilot work with the expectation that the outcome will be a strong Traditional Pilot proposal for the next cycle*

\*\*Required Format: Margins: 0.5”; Font: Arial 11pt regular – Do not modify\*\*

**Project Title:**

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**Primary PI Name:** *(last name, first name)*

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*Please note – in addition to what is requested on this paper form, there is a field for a 350-word project abstract within the online REDCap application form. Please review the online* [Start-up Award REDCap Application](https://redcap.mcw.edu/surveys/?s=TXN9LDE3YX) *to ensure you are aware of all that is required for a complete application.*

*Please continue on next page*

**Project Description (limit - 2 pages)**

*Specifically state the aims and objectives of the proposed project, methods, and the expected deliverables and/or outcome(s).*

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**Project Timeline and Future Plans (limit - 1 page total)**

***(a) Timeline*** *– Provide a detailed timeline for your project and demonstrate its ability to be completed within a maximum of 6 months. Project extensions will not be given under any circumstances; all costs related to the study must be incurred by March 31, 2019.*

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***(b) Future Plans*** *–*

1. *Rationale: explain how completing this project will position you to be highly competitive for the next cycle of the* [*CTSI Traditional Pilot Award*](https://ctsi.mcw.edu/investigator/funding/pilot-grants/)*.*
2. *Meeting the Traditional Pilot Requirements: refer to the Traditional Pilot requirements listed at the bottom of this form. If your Start-up project does not meet one or more of these requirements, describe precisely how your project will meet those requirements by the time of application for the Traditional Pilot. Please be specific.*

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**CTSI Support (limit – ½ page)**

*Be specific about the CTSI resources that you will use for your Start-up project. Refer to* [*Investigator Support*](https://ctsi.mcw.edu/investigator/) *for a list of these services, such as: Regulatory Support Services, REDCap Database Services, Translational Research Units, and Biostatistics Consulting. Any costs for these should be included in your proposal budget.*

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FOR YOUR REFERENCE: Traditional Pilot Award Eligibility Requirements

A Start-up project is *not* subject to the same requirements as the Traditional Pilot Award. However, since a Start-up project is expected to lead to a Traditional Pilot proposal, if your Start-up project does not meet one or more the requirements below, your application should address the specific steps you will take to meet the eligibility requirements for a Traditional Pilot Award proposal.

1. MCW PI
   1. Traditional Pilot projects must have an MCW PI or Co-PI. Projects with more than one PI are encouraged but not required.
2. Inter-institutional research collaboration
   1. The research team must include investigators (PI; Co-PI; Co-I) from at least two of the eight CTSI academic/research partner institutions (BCW, CHW, Froedtert Hospital, MCW, MSOE, MU, UWM, VA) *according to the investigator’s primary employment platform*. For joint affiliations and appointments, the institution of primary employment will be the determining factor.
   2. The collaboration must be substantive and one of a genuine research team. So, for example, biostatistics support that is acquired as a service would not be considered research collaboration.
3. Translational T-level
   1. T-0 projects are allowed for Start-up projects but are *not* eligible for the Traditional Pilot Award
   2. The Traditional Pilot Award is limited to projects at the following [T-levels of translational research](https://ctsi.mcw.edu/images/CTSI_T_LEVELS_FOR_PILOT_AWARDS.docx):
      1. T-1 Translation to Humans
      2. T-2 Translation to Patients
      3. T-3 Translation to Practice
      4. T-4 Translation to Communities/Population Health