



**DEVELOPMENTAL RESEARCH PROJECT PROGRAM
PILOT PROJECT AWARDS**

DUE DATE: NOVEMBER 3, 2025, 5PM

CONTACT INFORMATION

1. Title of Project: (Limit to 80 characters, includes spaces)			
1a. Project Leader's (PL) Name:		1b. Mentor's Name:	
1c. Degrees	1d. eRA Commons Name	1e. Degrees	1f. eRA Commons Name
2a. PL's Position Title:		2b. Mentor's Position Title:	
3a. PL's Department:		3b. Mentor's Department:	
4a. PL's Organization & Mailing Address:		4b. Mentor's Organization & Mailing Address:	
5a. PL's Telephone:		5b. Mentor's Telephone:	
6a. PL's Email Address:		6b. Mentor's Email Address:	
7. Administrative Official to be notified if award is made:			
Name:			
Title:			
Mailing Address:			
Tel:			
Email:			

Signatures: PL: _____ Date: _____
 Mentor: _____ Date: _____
 PL Institutional Signing Official: _____ Date: _____

Funding Opportunity Announcement (FOA): 1 Year Pilot Projects

The Arkansas IDeA Network of Biomedical Research Excellence (INBRE) invites faculty with research interests in the *biomedical sciences* at Predominately Undergraduate Institutions (PUIs) to apply to the Arkansas INBRE Developmental Research Project Program (DRPP).

A funding mechanism for 1-year Pilot Projects (**PPs**), is offered to all PUI faculty within the Arkansas INBRE network. PUI faculty currently supported as a recipient of the DRPP's Research Project award (2 years in length) are not eligible to apply. Undergraduate student participation in the research is a requirement.

PP - The DRPP will offer PP funding for up to 12 months with a direct cost budget not to exceed \$50,000. Project Leaders will be required to commit 3-person months (25% annual effort) to the project during the award period with Letters of Support from Department Chairs or upper administration officials if needed. Project Leaders will be required to include a minimum of 2 undergraduate students in the project. The DRPP anticipates awarding 6 PPs to start May 2026.

These awards are intended to strengthen the research capacity at the PUIs by providing funding for biomedical research performed by faculty and students and help individual faculty conduct biomedical research in their own PUI laboratory. Eligible applicants include full-time permanent faculty members with an unmodified title at the rank of Assistant Professor, or higher, at the PUIs in Arkansas. Investigators from the Arkansas INBRE Lead Institutions, the University of Arkansas, Fayetteville, and the University of Arkansas for Medical Sciences, are not eligible to apply.

Each PUI Project Leader is required to identify a research Mentor, from one of the two Arkansas INBRE Lead Institutions, with expertise in the scientific area of the proposed research. If you have any questions or need help identifying a suitable mentor, please contact Dr. Jerry Ware, Director of the Arkansas INBRE DRPP.

Attendance at an Arkansas INBRE-sponsored Grant Writing Workshop is mandatory prior to any submission.

- **PP Funding Period: May 1, 2026 – April 30, 2027**
- Minimum Effort: 25% commitment (3 calendar months) to the project
- Minimum: Two (2) undergraduate students annually
- Maximum Request: \$50,000 Direct Costs per year
 - Indirect costs (F&A) are in addition to the allowable direct costs and are calculated based on the PUIs negotiated rate.
- Applications Due: November 3, 2025, by 5:00 PM

All proposals must be submitted by the signing official of your institution. Completed applications (forms, narrative, references, support letters, IRB/IACUC approvals, etc.) should be sent via e-mail as a **single** PDF file to INBREApplication@uams.edu.

NIH Instructions and Fillable Form Pages: <http://grants1.nih.gov/grants/funding/phs398/phs398.html>

The following instructions are supplemental to the NIH 398 Instructions

Part 1 – NIH Face Page

Part 2 – PL & Mentor Contact Information (INBRE Form, see above)

Part 3 – NIH Form Page 2 – Summary, Relevance, Project Performance Sites, Key Personnel, Other Significant Contributors & Human Embryonic Stem Cells

Part 4 – NIH Project/Performance Site Format Page

Part 5 – NIH Form Page 4 – Detailed Budget for Initial Period

Please include a detailed Budget sheet for each year of the proposal

1. Allowable Costs include:
 - i. Personnel (faculty & students)
 - ii. Equipment
 - iii. Supplies
 - iv. Travel
 - v. Other Costs as justified (e.g., animal per diems)
2. Budget Justification – please justify in **detail** all proposed expenses. See NIH Forms 398 instructions <http://grants1.nih.gov/grants/funding/phs398/phs398.html> page 36 for detailed budget justification requirements. All items requested in the budget are to be used during the award period. Please use the *Continuation Format Page* for the budget justification.

Part 6 – NIH Biographical Sketches - For the Project Leader, Mentor, and other Significant Contributors. Make sure that each personal statement, including the Mentor's, addresses the research in the proposal.

Part 7 - Resources & Major Equipment 1-page limit, see 398 Instructions for detail on how to complete this section

- A. Identify the facilities to be used (laboratory, clinical, animal, computer, office, other as needed for the project).
- B. Describe the scientific environment of your institution and how it will contribute to the probability of success (e.g., institutional support, physical resources, and intellectual rapport) of your project.
- C. For Early-Stage Investigators, describe institutional investment in the success of the investigator.
- D. Describe any special facilities used for working with biohazards or other potentially dangerous substances.

Part 8 – NIH Checklist Form Page

Part 9 - Research Plan - Use NIH Continuation Format Page. **8-page limit- not including the Specific Aims page**

- A. Specific Aims **Limit 1 page**
- B. Significance
- C. Innovation - It is highly recommended to limit the Significance and Innovation to 1 single page for both sections.
- D. Progress Report for Renewal Applications or previously supported Arkansas INBRE research (do not exceed 2 pages) – The following information should be included.
 1. Project period beginning and ending dates
 2. Summary of the importance of your findings in relation to your Specific Aims
 3. Account of outcomes, such as published and/or unpublished results, meeting presentations
- E. Approach
 1. Subsections are highly recommended for each Specific Aim.
 - Rationale and Overall Strategy
 - Experimental Design and Methods
 - Expected Results/Outcomes
 - Potential Problems/Alternative Strategies
 2. Preliminary Studies – This may be a separate section before the Rationale; or figures may be within the Rationale or the Experimental Design subsection. Preliminary studies should focus on establishing feasibility of the proposed work.
 3. Involvement of Undergraduate Student(s) – Include a paragraph describing how you will involve at least two undergraduate students in this research project. If you have already identified the student, you may briefly describe his/her qualifications.

4. Future Plans/Goals – Be sure to include a description of how you plan to use the results from this research: e.g., as preliminary data for a grant proposal to NIH or other agencies.

The following sections **do not** count towards the Research Plan page limit.

- F. Literature Cited / References
- G. Animal and Human Research Protection – for details on these sections see instructions, <http://grants1.nih.gov/grants/funding/phs398/phs398.html>
- H. Select Agent Research (Biohazards) - for details on this section see instructions, <http://grants1.nih.gov/grants/funding/phs398/phs398.html> and <https://www.selectagents.gov/index.html>
- I. Resource Sharing – Describe your plan to share findings with the scientific community and, if applicable, the development of model organisms or genome data,
- J. Authentication of Key Biological and/or Chemical Resources – In support of NIH’s Rigor and Reproducibility, methods to ensure the identity or validity of key biological and/or chemical resources should be described. Reagents that vary from laboratory to laboratory or change over time would be candidates. Examples would include cell lines, specialty chemicals, antibodies, etc. Standard laboratory reagents do not need to be included in the plan, such as buffers and other common chemicals.

Part 10 - Investigators **1-page limit** (This section does not count toward the page limit.)

- A. The Project Leader
 1. Project Leader’s Background, Career Goals and Objectives, Scientific Biography
 - a. Describe short-term and long-term career goals (2 years vs. 5-10 years)
 - b. Describe role of grant award in attaining career goals
 2. Career Development/Training Activities during Award Period
- B. Mentor/Collaborator - Mentor’s Background, Scientific Biography
 1. Describe Mentor’s role in helping PL to attain career goals

Part 11 – Supporting Materials

1. Letter of Support from the Project Leader’s Institution
2. Letter of Collaboration/Support from your Mentor
3. Copy of IRB or IACUC Letter of Approval, if applicable
4. Personal Data Sheet (see Attachment 1). Place this form at the end the application.

Part 12 – NIH Other Support Format Page - Please list all of your current and pending research support using the NIH NEW format.