2018
Epigenetics Institute Pilot Project Grant Application Instructions

Deadline: October 10, 2017 by 11:59PM
The Penn Epigenetics Program
Pilot Projects Program Grant Application

Deadline: October 10, 2017

Submission & Budget Guidelines

The Penn Epigenetics Program announces a request for applications of a Pilot Project Grant for faculty to conduct epigenetics-related research projects. A broad spectrum of proposal topics will be considered, including those that involve fundamental studies in epigenetics as well as more applied or disease oriented studies that utilize epigenetics as a central component of the research. Important note: A separate call will be made shortly for epigenetics-related pilot projects in the areas of chemical genetics/screening and mass spectrometry, so individuals with such projects should wait to submit until those calls are made.

Investigator Eligibility

• Only full-time faculty that are members and active participants of the epigenetics program employed at the University of Pennsylvania or employed at one of our partner institutions (e.g. CHOP, Wistar) are eligible to apply for the Epigenetics Program Pilot Project Program. Active participation refers to attendance of monthly meetings, workshops etc.) Proposals can be submitted as by individual Principal Investigators or as a collaborative grant between a maximum of two different Principal Investigators. The proposed area of research cannot be funded through an existing or prior peer-reviewed national research grant.

• Emphasis will be on junior faculty and collaborations that bring together investigators with disparate expertise.

Research Project Criteria

• Innovative epigenetics research projects that have the potential for future peer review funding. Proposals focusing on development of new technology are encouraged.

• Research projects currently or previously funded through a national research grant will not be accepted. However, investigators with pending applications or those in the process of resubmission are encouraged to apply for a pilot award. If the funding comes through from NIH, we ask that the pilot grant funding be returned to us and it is understood that the project will not be eligible for second year funding through this program. The proposed research should be specifically distinguished from Aims in any related funding.

Award Period

The award period for the Pilot Project grant will be from November 1st, 2017 - October 31, 2018. No carryover of funds will be allowed. Awardees will be encouraged to apply for a 2nd year of funding if eligibility is maintained. Important criteria for such competitive renewals include scientific progress and attempts to secure external funding during the 1st year.

Funding Limits

The maximum award for the Epigenetics Program Pilot Projects Program will be up to $50,000.

Allowable expenditures include:
  - Research supplies and animal maintenance
  - Technician/laboratory personnel support
  - Costs of computer time.
- Special fees (pathology, photography, etc.).
- Stipends for graduate students and postdoctoral trainees if their role is to promote and sustain the project presented by the faculty member.
- Small equipment (e.g., less than $5,000).

Non-allowable expenditures include:
- Secretarial/administrative personnel.
- Office equipment and supplies.
- Faculty Salary
- Tuition.
- Travel.
- Purchasing and binding of periodicals and books.
- Dues and membership fees in scientific societies.
- Honoraria and travel expenses for visiting lecturers.
- Recruitment or relocation expenses.
- Office and laboratory furniture.
- Rental of office or laboratory space.
- Patient care expenses, including per diem charge for hospital stay.
- Non-medical or personnel services to patients.
- Construction or building maintenance.
- Major alterations.

**Submission Guidelines**

All application should be uploaded as pdfs via the online form submission.

- The application for an Epigenetics Program Pilot Project is limited to 2-pages and should conform to the following format includes:
  - Abstract of Proposed Research
  - Specific Aims
  - Significance of research and impact on the field of epigenetics
  - Description of Proposed Research
  - References (will not be included in the 2-page limit)

- A NIH Biographical sketch that lists current and pending support and must be included with the completed application.

- A 1-page pilot project budget must be included in the application.

- Note that the signatures of the investigator(s) and respective Department Chair are the only ones required and should be on a separate sheet from the 2-page application section.

**Submission Deadline**

The call will go out in September each year with applications due by October, and award decisions made by November.

**Post-Award Requirements**

- Once awarded a grant, awardees should be active in the epigenetics community through seminar presentations and participation in local events of the epigenetics community.
- Awardees must submit progress reports and report successful and independent grant applications resulting from the pilot grant.
- Awardees are required to inform the Epigenetics Institute if the pilot project receives external funding during the project period.
• Awardees must acknowledge the Epigenetics Institute support in all scientific posters, presentations, and publications using the specific language listed below:
  "This research was supported by a pilot award from the Epigenetics Institute at the University of Pennsylvania."
• Awardees will give a presentation within the 2018-2019 Epigenetics Monthly Seminar Series.
• Awardees must present a poster at the Epigenetics Annual Retreat.
• A final progress report is due one month after the close of the project period. The one-page report will contain a synopsis of scientific progress, a list of resulting collaborations, publications, and grants, and a description of the relationship of the project to our Core usage.

The application should be submitted online through the Epigenetics website.

For additional questions please contact:

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