Washington University
Institute of **C**linical and
Translational **S**ciences

Research Forum Application Process

Research projects that emphasize the following cross-cutting research themes established by the ICTS are strongly encouraged to develop research concepts by working with the Research Forum Program:

Theme 1: **Translate the findings of genetic/genomic research into clinical research and practice**

Theme 2: **Accelerate the development and evaluation of new therapeutics**

Theme 3: **Conduct comparative effectiveness and dissemination and implementation research to improve the transfer of clinical research discoveries into practice**

In developing applications to the RF, investigators should generally strive to show a DIRECT or CLEAR LINK to human health or disease for proposals that deal with animal models or *in vitro* culture systems.

See the RF Program Overview for more information.

APPLICATION PROCESS

Step 1: The PI electronically submits the electronic **Pre-Application**. The requested information includes an investigator CV and a ½ page project abstract.

Step 2: Response to Pre-Applications are within 2-3 business days. The RF program manager will consult with the PI on additional project details.

Step 3: Following review, the PI receives notice of acceptance generally within one week of submitting the Pre-Application, or an explanation for why the project was not accepted for review by the RF.

Step 4: The PI submits a full **RF- Application** (3-page limit) describing the research project using an electronic Application link that will be provided in the acceptance notice. The full Application includes the project description, as well as any co-investigator CVs.

Step 5: After receiving the Application, the RF program manager provides a presentation template to be completed by the PI and describes preparation for the RF meeting. Using the provided template is essential to maximize the amount of interactive discussion available between the team and the investigator. Guidelines for preparing the presentation are provided.

Step 6: The PI presents project plan to RF team during an interactive 1-hour session [15 minute PI presentation; 45 minute discussion] and receives oral feedback/guidance on the research idea/project.

Step 5: The PI receives written report summarizing suggestions/recommendations made by the RF.

Step 6: If recommended by the RF, the PI and RF program manager work together to apply for seed funding (small amounts of RF supplemental funding) available for one year to assist in project execution.

Step 7: RF Team reviews project status and progress towards milestones on an as needed basis, i.e., to evaluate 6 month progress when RF supplemental funding is awarded.

Step 8: The ICTS Tracking and Evaluation group will follow RF investigators and projects for ROI-Return on Investment information periodically.