



RFA 11-04: CIRM Creativity Awards

I. PURPOSE

The California Institute for Regenerative Medicine (CIRM) recognizes the value of supporting educational programs to realize its scientific mission. The CIRM Creativity Awards will support summer internship programs that introduce high school students to stem cell science and related fields, expose them to cutting edge medical research, foster their creativity and promote stem cell education and awareness amongst them. The Creativity Awards program is also intended to educate and broaden the participation in stem cell research by young individuals representing the diversity of California's population, including those hindered by economic constraints. In order to foster creative thinking and approaches, the program will encourage participation by students who have a strong interest in both science and in a second discipline such as art, music, social sciences, physics, computer science, or sports.

The CIRM Creativity Awards will augment established summer high school science internship programs run by California academic and research institutions that conduct stem cell research. These programs will provide science education and research experiences for California high school students during an approximately 8-week summer internship. CIRM-supported students will participate in supervised, research activities in laboratories engaged in stem cell and developmental biology research. Additionally, in order to foster creativity, the students will be encouraged to pursue a second discipline of their choice in tandem to their scientific research; programs that feature inclusion of this activity will receive a priority for funding. At the conclusion of their program, all participants will present their research projects at a CIRM-sponsored event.

II. AWARD INFORMATION

A. Funds Available

This RFA will support summer programs that place high school interns in labs engaged in stem cell and developmental biology research. Under this RFA, CIRM intends to commit up to \$3 million to support up to 10 three-year awards. Each award will support up to 10 student summer internships per year in programs of six to ten weeks duration. CIRM will provide each program with direct project costs of up to \$87,500 per year and total program costs of up to \$96,250 per year. Applicant institutions may each apply for only one award.

B. Eligible Costs

Applicants may request program funding in accordance with the following categories and limits:

1. Annual Trainee Expenses

- a. Trainee Stipends – The standard stipend is \$2500 for each student participating in a research internship program. Applicants may request higher stipend levels (to a maximum of \$4000) for students with demonstrated economic need. Stipends are to be paid in two installments.
- b. Research Mentor Stipends – \$1000 for each trainee’s mentor (e.g. graduate student or postdoc) engaged in direct supervision of the student during the entire internship period. A research mentor may supervise only one Creativity Awards intern per year.
- c. Research-related funds – \$500 for each trainee for supply costs necessary to carry out the research project at the internship-host laboratory.
- d. Travel expenses – \$750 per trainee to travel to the CIRM -sponsored poster day held at the end of each summer.

2. Program Administration and Educational Enhancement

Up to \$2,500 per year per student may be used for administrative support salaries, costs of developing courses, teaching assistants, field trips, or other activities that enhance the educational value of the program. Justification for all Program Administration and Educational Enhancement expenses must be provided. If student participants are normally charged tuition or fees for participation, these funds (or a portion thereof) must be used in lieu of such charges.

3. Indirect Costs

Indirect costs will be 10% of the total direct costs (Trainee Expenses and Program Administration).

III. ELIGIBILITY INFORMATION

All CIRM-funded summer research internships must take place in California. Participating students must be enrolled in a California high school or be residents of California.

A. Institutional Eligibility

Any non-profit academic or research institution in California may submit an application for Creativity Awards. Non-profit organization means either: (1) a governmental entity of the state of California; or (2) a legal entity that is tax exempt under Internal Revenue Code section 501(c)(3) and California Revenue and Taxation Code section 23701d.

Applicant Institutions must have an existing high school summer internship program (as of Summer 2011) and have an adequate number of faculty scientists who conduct stem cell or developmental biology research and can provide host labs.

B. Program Director (PD) Eligibility

A Program Director (PD) must be the individual who directs and is responsible for the planning and execution of the institution's existing summer research internship program. The PD must have appropriate knowledge and experience to direct the program but need not possess an M.D., Ph.D. or equivalent degree. Co-directors of such program are also eligible to serve as the PD.

IV. APPLICATION & EVALUATION PROCESS

Applications will be evaluated by the CIRM Grants Working Group (GWG), which is composed of fifteen scientific and educational experts from outside California, seven patient advocate members of CIRM's Governing Board, and the Chair of the Governing Board. The list of scientific members who may participate in the GWG review can be found at <http://www.cirm.ca.gov/GrantsWkgGrpMembers>. The composition of the ICOC can be viewed at <http://www.cirm.ca.gov/GoverningBoard>. The fifteen participating scientists on the GWG will review the applications and score them according to scientific and educational merit. The GWG (scientists and patient advocates) will then review the entire portfolio of applications and make funding recommendations to the ICOC, CIRM's governing board, which will make final funding decisions.

CIRM's confidentiality and conflict screening rules will apply to everyone who will have access to applications or who will attend the review meeting, including CIRM staff and external reviewers, (Per Gov. Code §6254.5(e). non-public records may be disclosed to government agencies under confidentiality agreements.)

V. REVIEW CRITERIA

Proposals for the CIRM Creativity Awards will be evaluated by the following criteria:

A. The applicant institution has a track record of an ongoing and successful summer science internship program for high school students.

B. Appropriate and ample internship opportunities are available in labs engaged in stem cell and developmental biology research at the applicant institution. If a CIRM Creativity Award will result in significant expansion of the size of an existing program, the institution has the capacity (e.g. sufficient internship opportunities) to accommodate the increased student numbers.

C. Plans for student recruitment, student placement in internship labs, and program administration are appropriate and clearly described. Procedures are established for the recruitment of students representing the diversity of California's population.

D. Proposed program activities (e.g. lectures, field trips, outside speakers) will engage students and provide an enriched educational experience.

E. Activities related to students' pursuit of a second discipline are available, well defined, and integrated into the program. Reviewers will prioritize toward approval of programs that include this component.

E. The Program Director has adequate and relevant experience in organizing and implementing a summer high school internship program.

VI. APPLICATION PROCEDURE

Applicant institutions and program directors must follow these instructions for submitting an application for a CIRM Creativity Awards Grant. CIRM will only accept applications submitted by the application deadline.

A. Application Instructions

The application form is available online via the CIRM Grants Management Portal (<https://grants.cirm.ca.gov/>).

The application for CIRM Creativity Awards consists of Part A & B:

Part A: Application Information Form (an online form)

Part B: Creativity Awards Program Proposal. Part B includes summary of established summer internship program, description of proposed program highlighting changes and additions, description of key personnel, and Budget (section numbers 1-4).

The CIRM Creativity Awards Program Proposal includes the following sections:

1. Established Program Summary (*up to 2 pages in Part B*)

Describe the existing summer internship program including program history, length/duration of the program, student recruitment and selection process, number of past student participants, program activities, and effectiveness of mechanisms for past recruitment of diverse participants.

2. Proposed Program Features (*up to 2 pages in Part B*)

Describe features of the proposed summer internship program with particular attention to changes from the existing program. Report the number of laboratories or research groups focused on stem cell or developmental biology research and available for student internships. Highlight any new program features, and describe how any growth in number of student participants will be accommodated. Describe how student pursuit of a second discipline (in addition to stem cell biology) will be encouraged and integrated into the overall program. If an aim of the program is to provide opportunities for economically disadvantaged individuals, describe how such students will be recruited and the selection criteria for program participation.

3. Program Director and Administration (*up to 1 page in Part B*)

Describe the qualifications of the Program Director (PD). List any named key personnel and describe their roles in the program.

4. Budget (*Part B*)

Provide all budget information requested in the budget section of the Creativity Awards Program Proposal. Detailed budget justification should be provided. Describe the criteria that will be used to determine whether a student will receive an increased stipend due to economic status. Allowable costs are described above (section II, B), and in the table below.

Allowable Costs	Non-allowable Costs
- Intern Stipends - Research costs (Mentor Stipends & lab expenses) - Program Administration Costs (Teaching Assistant salary support, administrative support) - Student travel to CIRM-sponsored poster day event - Indirect costs (limited to 10% of direct costs)	- purchase of A/V equipment - entertainment - alcoholic beverages - personal telephone calls - dues - salary support for program directors - honoraria for speakers - books - memberships

B. Application Submission

Applications for the CIRM Creativity Awards must be submitted online using the CIRM Grants Management Portal (<https://grants.cirm.ca.gov/>) **no later than 5:00 PM (PST) on January 10, 2012.**

VII. SCHEDULE OF DEADLINES AND REVIEWS

Applications Due	5:00 PM (PST), January 10, 2012
Review of applications by Grants Working Group (GWG)	February 2012
Review and Approval by ICOC	March 2012
Earliest Funding of Awards	May 2012

VIII. CONTACTS

For programmatic information about this RFA:

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IX. OTHER REQUIREMENTS

A. CIRM Grants Administration Policy

CIRM's Grants Administration Policy (GAP) for Academic and Non-Profit Institutions (Non-Profit GAP) serves as the standard terms and conditions of grant awards issued by CIRM. All research conducted under this award must comply with the stated policy. The Non-Profit GAP can be found at http://www.cirm.ca.gov/reg/pdf/reg100500_policy.pdf.