Proposal to Award Training Topics

- PEDS Preaward vs OGC Preaward
- Process to Submit a Proposal
- Budget Development and Examples
- Subcontracts and Consultants
- Supporting Documents
- Submission Timeline
- Resources & Help
- Points of Contact
- FAQ’s
- Questions?
PEDS Preaward vs. OGC Preaward

Peds Preaward

- PEDS Preaward is the point of contact for all PEDS Principal Investigators (PI’s) and their teams, for all proposal grant applications, and general questions (pedspreaward@ucdenver.edu)
- Reviews sponsor guidance to ensure a complete application submission
- Creates all aspects of budget (including CHCO service related expenses, if applicable)
- Accumulates required supporting information and documents for proposals
- Creates proposal applications for eSubmissions and manual submission
- Monitors all InfoEd routing of proposals
- Communicates with PI and their support team members, CHCO, other departments on campus, and sponsors
- Communicate with subcontractors/consultants
PEDS Preaward vs. OGC Preaward

OGC Preaward and Contracting Sections (summary, not inclusive list)

- Provides institutional reviews, approvals and e-submissions on all grants proposal
- Proposal reviews include: budget, justification, LOI’s, sponsor requirements
- Provides UCD policy (i.e. Facilities & Administration Rates (IDC); proposal fringe rates)
- Maintains identification numbers (i.e. Unique Entity Identifier, Colorado Congressional District, Federal Tax ID)
- Reviews and requests Conflict of Interest for all proposals (Annual UCD requirement)
  - Annual COI is done through InfoEd; each personnel included on budget can complete this training.
- Peds Preaward will contact OGC Preaward with all of the PI and their teams’ questions, during the Preaward Process. This helps expedite all requests and maintain full disclosure to all parties involved in the proposal process.
Process to Submit a Proposal

• All New, Renewal, Resubmissions and Supplements
• Proposals that are required to route through University of Colorado Denver (per the Affiliation Agreement between the University and CHCO) are:
  • Federal
  • State
  • Foundations
  • Flow-through from the above funding sources*

*Federal, State, or Foundation awards that are awarded to another institution, a portion of which is to be sub-awarded to University of Colorado Denver.
Process to Submit a Proposal (continued)

- As soon as the PI (Faculty or Fellow & Mentor) decide to submit a proposal:
  - Initiate proposal request by completing the Preaward Intake Form in the below link:
  - [https://app.smartsheet.com/b/form/15cf30705471445ab25fbb5cef8fcf/f](https://app.smartsheet.com/b/form/15cf30705471445ab25fbb5cef8fcf)
  - The more notice we have, the better service we can provide to the PI and their team

At a minimum, please provide: draft budget details, funding opportunity/sponsor guidance and basic intake routing information

- After submission, the system will notify our PEDS Preaward email address, and the assigned PEDS Preaward Grant Specialist will confirm receipt of proposal request within 48 hours.
Process to Submit a Proposal (continued)

• Peds Preaward Grants Specialist will provide guidance, based on the specific Funding Opportunity Number/sponsor requirements.
  • NIH Requirement Checklist provided (when applicable)
• For all non-federal proposals, sponsor guidance will be used to determine the required routing documents.
• We will always need a budget, budget justification, and summary of science (Example - SOW, Project Narrative) for proposals.
Budget Development

• Peds Preaward will work with the PI to collect all costs and create the internal budget.
• If there are CHCO service expenses involved in a proposal:
  • The PEDS Preaward Grants Specialist will need a specific breakdown of expenses, based on the categories outlined in the CHCO Work Order Budget template, as they apply to the project.
  • Items needed include:
    • Email from CHCO contacts that includes costs breakdown of Labs, Procedures, Pharmacy costs, In-patient room charges, Informatics.
Budget Development (continued)

• Additional items needed for CHCO service expenses:
  • CHCO Personnel: Need full name
    Peds Preaward will email Eric.Brewington@childrenscolorado.org to verify hourly rates of each CHCO employee in the budget
  • If CHCO personnel are To-Be-Determined:
    Peds Preaward will use the CHCO standardized rates
    • The rates are associated with positions at CHCO.
  • GreenPhire & Local Public Transportation costs are provided by the PI
Budget Development (continued)

- Non-Industry clinical trial budgets need to be converted and incorporated into the University and CHCO Work Order budget templates.
  - Peds Preaward will assist with this request
  - A zoom meeting may be needed between the PI or support staff and Peds Preaward Grants Specialist to review and assign each cost item as personnel effort, labs, procedures, pharmacy, patient remuneration, and any other costs reflected in the clinical trial budget.
- When the sponsor has their own budget format, Peds Preaward will populate that format, with the budget cost, once finalized.
Budget Development (continued)

• The University/Department of Pediatrics does not authorize Cost Sharing, unless specifically required by the sponsor’s funding guidance.
• Terms: Facilities and Administrative cost (F&A) and Indirect Costs (IDC) are used interchangeably
• There are different Indirect Costs (IDC) based on FOA/sponsor requirements, and performance location.
• Most FOA’s and other funding announcements will state their IDC rate.
  • If no sponsor specified IDC rate, UCD will use either the on-campus rate (55.5%), Off-Campus rate (26%), or (10%) if foundation with no sponsor policy exists
  • The University will accept sponsor IDC rates if they are published (example - sponsor website)
Subcontracts and Consultants

• External Subcontract Requirements (must be done before the route through InfoEd can be completed). Items needed include:
  • Site Budget/Budget Justification
  • Scope of Work
  • Executed Letter of Intent
  • Biosketch for all Key Personnel (if applicable to sponsor proposal)
  • Any other required documents/per sponsor guidance
  • The PEDS Preaward Grants Specialist will facilitate obtaining these documents from the subcontract sites

• Subcontract to CHCO exception (Department of PEDS Preaward will facilitate process):
  • Use if the PI is submitting a CDPHE proposal with CHCO costs
  • CHCO and CDPHE have an Indirect Cost negotiated rate; requires UCD to subcontract with CHCO
Subcontracts and Consultants

• Subcontract to CHCO exception (continued)
  • Peds Preaward will compile the below documents from the PI, obtain approval from CHCO, and include them in route through InfoEd:
    • Completed Site Budget; Budget Justification, Scope of Work
    • Completed Letter of Intent/with signatures from researchagreements@childrenscolorado.org
    • Contact for CDPHE Flow-through to CHCO (eric.brewington@childrenscolorado.org)

• Consultants
  • Must be from on outside agency (Example: LLC company)
  • Need signed quote from consultant with hrs./item price and totals
Supporting Documents

• Biosketch for Key Personnel/Mentors
  • Follow the FOA/Sponsor requirement for Biosketchs
  • NIH Biosketch Format (currently used for most submissions)
    https://grants.nih.gov/grants/forms/biosketch.htm
  • Use new format on or after Jan 25, 2022
• NIH Other Current and Pending Support (as applicable)
  • https://grants.nih.gov/grants/forms/othersupport.htm
  • Use new format on or after Jan 25, 2022
• NIH Data Management and Sharing Plan
  • Use new format on or after 1/25/2023
• Any Specified Documents from the FOA/Sponsor Guidance
  • PEDS Preaward is required to provide all sponsor documents, including screen
    prints from individual sponsor website applications, to OGC for review.
Proposal Submission

- Once the PI has approved the budget, and provides all required documents and information (per sponsor guidance), PEDS Preaward will route through InfoEd (electronic routing system within UCD)
  - single route for manual proposals
  - Initial route & Final upload/review for eSubmission (NIH, DOD, AHA, etc.)
- InfoEd routings are a UCD requirement prior to submission to the sponsor.
Proposal Submission

- Peds Preaward requirements for final documents in system-to-system proposal submissions (i.e. NIH Grants.gov and DOD eBRAP system),
  - All final documents in PDF format and as a single PDF per category. Example:
    - Research Strategy as its own combined PDF
    - References as its own combined PDF
  - Follow Sponsor formatting requirements (example: Ariel, font 11)
    - Peds Preaward Grants Specialist will verify the format in PDF document
  - Adhere to page limit restrictions within the sponsor guidance
    - Peds Preaward Grants Specialist will check for maximum page limits where applicable. If the PDF document is under the page limit, the Grants Specialist will ask the PI to verify if the PDF is correct.
  - Require an email from the PI and any MPI’s, with the statement “Approval to submit”, for all final electronic application submissions.
# R01 Budget Example: NIH Research Project Grant (Parent R01 Clinical Trial Not Allowed), PA-20-185

## Project Information
- **Project Begin Date:** 09/01/23
- **Project End Date:** 08/30/28
- **Number of years:** 5
- **NIH Salary Cap:** 212,100

## Personnel
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Inst. Base</th>
<th>% effort</th>
<th>Cal Months</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Fringe Inflator</th>
<th>Fringe Factor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submitting PI</td>
<td>Principal Investigator</td>
<td>284,070</td>
<td>22.00%</td>
<td>2.64</td>
<td>46,662</td>
<td>25.83%</td>
<td>12,053</td>
<td>3%</td>
</tr>
<tr>
<td>Dr. Now</td>
<td>CO-Investigator</td>
<td>58,976</td>
<td>100.00%</td>
<td>12.00</td>
<td>58,976</td>
<td>25.83%</td>
<td>15,234</td>
<td>3%</td>
</tr>
<tr>
<td>R. Spect</td>
<td>Bioinformatics Associate</td>
<td>97,850</td>
<td>14.00%</td>
<td>1.68</td>
<td>13,699</td>
<td>25.83%</td>
<td>3,538</td>
<td>3%</td>
</tr>
<tr>
<td>K. Summer</td>
<td>Research Services Professional</td>
<td>74,886</td>
<td>45.00%</td>
<td>5.40</td>
<td>33,699</td>
<td>38.67%</td>
<td>13,031</td>
<td>3%</td>
</tr>
<tr>
<td>TBD</td>
<td>GRA</td>
<td>35,000</td>
<td>100.00%</td>
<td>12.00</td>
<td>35,000</td>
<td>0.20%</td>
<td>70</td>
<td>3%</td>
</tr>
</tbody>
</table>

## Recurring Supplies
- **SUPPLIES SUBTOTAL:** 145,000

## Travel Costs
- **TRAVEL COSTS:**
  - Imaging: 12,000
  - Sequencing: 20,000
  - Animal Purchase and Maintenance: 12,000

## Other Expenses
- **OTHER EXPENSES SUBTOTAL:** 3,000
  - Publication Costs: 3,000
  - Indirect Costs: 15,271

## Subcontracts - Enter on F&A Tab
- **SUBCONTRACTS SUBTOTAL:** 235,431
  - HOW MANY: 1

## Totals
- **TOTAL DIRECT COSTS:** 1,213,368
- **TOTAL INDIRECT COSTS:** 315,777
- **TOTAL REQUESTED:** 1,539,145

![Budget Table](image-url)
### Leased Personnel Services

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Hourly Rate</th>
<th>Hours</th>
<th>Total Salary</th>
<th>Total Fringe</th>
<th>Total Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRC</td>
<td>$35.000</td>
<td>250</td>
<td>$8,750.00</td>
<td>$2,703.75</td>
<td>$11,454</td>
</tr>
<tr>
<td></td>
<td></td>
<td>0</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Total Personnel</strong></td>
<td></td>
<td></td>
<td><strong>$11,454</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Purchased Services

- **GreenPhire**
  - $100.00 per visit
  - 25 patients
  - 2 visits per patient
  - **Total GreenPhire** $5,000

- **Local Public Transportation (Mileage/Bus/Light Rail/Taxi Vouchers)**
  - $-
  - **Total** $-

### Purchased Services

- **Lab1**
  - $35.00 per lab
  - 25 patients
  - 1 visit per patient
  - **Total** $875

- **Lab2**
  - $55.00 per lab
  - 25 patients
  - 1 visit per patient
  - **Total** $1,375

- **Total Labs** $2,250

---

*Children’s Hospital Colorado Budget Template*

[Insert sponsor name, award mechanism, etc]

[Insert name of PI]

for the period of

[Insert Project dates]

University agrees to pay Contractor in accordance with the terms of the Research Services Master Services Agreement, dated as of July 1, 2017, by and between University and Contractor, and the related fee schedule as it may be amended from time to time.
### Purchased Services

<table>
<thead>
<tr>
<th>Procedures</th>
<th>Cost per procedure</th>
<th>Number of patients</th>
<th>Number of visits per patient</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Procedure 1</td>
<td>$250.00</td>
<td>25</td>
<td>2</td>
<td>$12,500</td>
</tr>
<tr>
<td>Procedure 2</td>
<td>$60.00</td>
<td>25</td>
<td>1</td>
<td>$1,500</td>
</tr>
<tr>
<td></td>
<td>$-</td>
<td>0</td>
<td>0</td>
<td>-</td>
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<tr>
<td></td>
<td>$-</td>
<td>0</td>
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<tr>
<td><strong>Total Procedures</strong></td>
<td></td>
<td></td>
<td></td>
<td>$14,000</td>
</tr>
</tbody>
</table>

### Purchased Services

<table>
<thead>
<tr>
<th>Pharmacy</th>
<th>Cost/Fee</th>
<th>Number of patients</th>
<th>Number of visits</th>
<th>Number of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start-Up fee</td>
<td>$200.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Dispensing fee</td>
<td>$40.00</td>
<td>25</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Maintenance fee</td>
<td>$100.00</td>
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<tr>
<td>Disposal fee</td>
<td>$60.00</td>
<td>1</td>
<td>1</td>
<td>0</td>
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<tr>
<td>Close-out fee</td>
<td>$100.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Pharmacy</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Purchased Services

<table>
<thead>
<tr>
<th>In-Patient Room Charges</th>
<th>Cost per room</th>
<th>Number of patients</th>
<th>Number of visits per patient</th>
<th>Total In-Patient Room Charges</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$-</td>
<td></td>
<td></td>
<td>$-</td>
</tr>
<tr>
<td></td>
<td>$-</td>
<td></td>
<td></td>
<td>$-</td>
</tr>
<tr>
<td><strong>Total In-Patient Room Charges</strong></td>
<td>$-</td>
<td></td>
<td></td>
<td>$-</td>
</tr>
</tbody>
</table>
Purchased Services

<table>
<thead>
<tr>
<th>IT Services (Informatics, CAS, Security)</th>
<th>Rate</th>
<th>Hours</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Informatics Personnel</td>
<td>$ 70.00</td>
<td>30</td>
<td>$ 2,100</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
<td>0</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>Total IT Services</strong></td>
<td></td>
<td></td>
<td>$ 2,100</td>
</tr>
</tbody>
</table>

*Contact Researchinformatics@childrenscolorado.org for confirmation of services prior to including on budget

Total Costs $ 37,704

In the event CHCO updates the fee schedule for both personnel and purchased services, the fees associated with the work order budget may increase.
### NIH Research Project Grant (Parent R01 Clinical Trial Not Allowed), PA-20-185

**R01 Budget Example: NIH Research Project Grant (Parent R01 Clinical Trial Not Allowed), PA-20-185, with CHCO Expenses**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Inst. Base</th>
<th>% effort</th>
<th>Cal Months</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Fringe Inflate Factor</th>
<th>Fringe</th>
<th>Inflation Rate</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submitting PI</td>
<td>Principal Investigator</td>
<td>284,070</td>
<td>22.00%</td>
<td>2.64</td>
<td>44,062</td>
<td>25.83%</td>
<td>12,000</td>
<td>3%</td>
<td>yes</td>
<td>$56,715</td>
<td>$56,715</td>
<td>$56,715</td>
<td>$56,715</td>
<td>$56,715</td>
<td>$283,575.00</td>
</tr>
<tr>
<td>Dr. N.</td>
<td>CO-Investigator</td>
<td>58,976</td>
<td>100.00%</td>
<td>12.00</td>
<td>58,976</td>
<td>25.83%</td>
<td>15,234</td>
<td>3%</td>
<td>yes</td>
<td>$74,210</td>
<td>$76,438</td>
<td>$78,729</td>
<td>$81,091</td>
<td>$83,523</td>
<td>$393,989</td>
</tr>
<tr>
<td>R. Spect</td>
<td>Bioinformatics Associate</td>
<td>97,850</td>
<td>14.00%</td>
<td>1.68</td>
<td>13,699</td>
<td>25.83%</td>
<td>3,538</td>
<td>3%</td>
<td>yes</td>
<td>$17,237</td>
<td>$17,755</td>
<td>$18,287</td>
<td>$18,836</td>
<td>$19,401</td>
<td>$91,516</td>
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<td>3%</td>
<td>$ -</td>
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<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

**PERSONNEL SUBTOTAL**  
150,162  
152,906  
155,731  
158,642  
161,639  
$779,080

**TRAVEL**

<table>
<thead>
<tr>
<th>Specimen Storage and Shipping</th>
<th>200</th>
<th>200</th>
<th>200</th>
<th>200</th>
<th>200</th>
<th>1,000</th>
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</table>

**OTHER EXPENSES**

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<thead>
<tr>
<th>Lab Costs</th>
<th>2,250</th>
<th>2,318</th>
<th>2,387</th>
<th>2,459</th>
<th>2,532</th>
<th>11,946</th>
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<tbody>
<tr>
<td>Procedures</td>
<td>14,000</td>
<td>14,420</td>
<td>14,833</td>
<td>15,268</td>
<td>15,757</td>
<td>74,328</td>
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<tr>
<td>Pharmacy costs</td>
<td>1,300</td>
<td>150</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Informatics personnel</td>
<td>2,100</td>
<td>2,183</td>
<td>2,219</td>
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<td></td>
</tr>
</tbody>
</table>

**OTHER EXPENSES SUBTOTAL**  
36,304  
36,058  
36,819  
35,473  
36,381  
181,035

**TOTALS**

<table>
<thead>
<tr>
<th>TOTAL DIRECT COSTS EXCLUDING SUBCONTRACT F&amp;A</th>
<th>189,466</th>
<th>191,964</th>
<th>195,550</th>
<th>197,115</th>
<th>201,020</th>
<th>975,115</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL DIRECT COSTS</td>
<td>189,466</td>
<td>191,964</td>
<td>195,550</td>
<td>197,115</td>
<td>201,020</td>
<td>975,115</td>
</tr>
<tr>
<td>MTDC</td>
<td>189,466</td>
<td>191,964</td>
<td>195,550</td>
<td>197,115</td>
<td>201,020</td>
<td>974,115</td>
</tr>
<tr>
<td>INDIRECT COSTS</td>
<td>49,261</td>
<td>49,911</td>
<td>50,843</td>
<td>51,250</td>
<td>52,265</td>
<td>253,530</td>
</tr>
<tr>
<td>TOTAL REQUESTED</td>
<td>238,727</td>
<td>241,875</td>
<td>246,393</td>
<td>248,365</td>
<td>253,285</td>
<td>1,228,645</td>
</tr>
<tr>
<td>INDIRECT COST RATE</td>
<td>20.00%</td>
<td>20.00%</td>
<td>20.00%</td>
<td>20.00%</td>
<td>20.00%</td>
<td>20.00%</td>
</tr>
</tbody>
</table>
Ruth L. Kirschstein National Research Service Award (NRSA) Fellowship Series Applications--Fiscal Year 2023

Stipends

- Kirschstein-NRSA awards provide stipends as a subsistence allowance to help defray living expenses during the research and clinical training experiences. See https://researchtraining.nih.gov/programs/fellowships.

Tuition and Fees

- Fellowship awards will contribute to the combined cost of tuition and fees at the rate in place at the time of award. See https://researchtraining.nih.gov/programs/fellowships.

Institutional Allowance
Ruth L. Kirschstein National Research Service Award (NRSA) Fellowship Series Applications--Fiscal Year 2023 (continued)

• The application should request a Kirschstein-NRSA institutional allowance to help defray the cost of fellowship expenses such as health insurance, research supplies, equipment, books, and travel to scientific meetings. See https://researchtraining.nih.gov/programs/fellowships.

Indirect Costs
• Fellowship awards do not include a separate reimbursement for indirect costs (also known as Facilities & Administrative [F&A] Costs). Instead, costs for administering fellowships are covered by the Institutional Allowance. See https://researchtraining.nih.gov/programs/fellowships
### Ruth L. Kirschstein National Research Service Award (NRSA) Fiscal Year 2023

#### F31 Budget Example

<table>
<thead>
<tr>
<th>Project Begin Date</th>
<th>Project End Date</th>
<th>Number of years</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/01/23</td>
<td>09/30/26</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Non-Personnel Inflation Rate:
- 3%

#### Patient Care Inflation Rate:
- yes
- yes
- yes

#### NIH Salary Cap:
- 212,100

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Inst. Base</th>
<th>% effort</th>
<th>Cal Months</th>
<th>Requested</th>
<th>Fringe Rate</th>
<th>Fringe</th>
<th>Inflator Factor</th>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Doctoral</td>
<td>PI</td>
<td>27,144</td>
<td>100.00%</td>
<td>12.00</td>
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<td>$27,144</td>
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<td>-</td>
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<td>-</td>
</tr>
</tbody>
</table>

**PERSONNEL SUBTOTAL**: $27,144 $27,144 $27,144 $81,432

#### OTHER EXPENSES


- Tuition: Actual tuition for PI = $5,790, fees = $335, Insurance = $6640 - expect 3% increase each year: $12,765, $13,148, $13,542

**OTHER EXPENSES SUBTOTAL**: $17,315 $17,698 $18,092 $53,105

#### TOTALS

<table>
<thead>
<tr>
<th>TOTAL DIRECT COSTS EXCLUDING SUBCONTRACT F&amp;A</th>
<th>TOTAL DIRECT COSTS</th>
<th>MTDC</th>
<th>INDIRECT COSTS</th>
<th>TOTAL REQUESTED</th>
<th>INDIRECT COST RATE</th>
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<td>44,459</td>
<td>44,459</td>
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<td>45,236</td>
<td>0</td>
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</tbody>
</table>

**TOTAL**: $134,537

---

- Pre-doc Yr2023 NIH NRSA Stipends: $27,144 per year, plus, $4,550 Institutional Allowance per year.
- Predoctoral fellow tuition = 60% of actual tuition, up to $16K/YR
- IDC not allowed on NIH Fellowship proposals
### Example: Postdoctoral Fellow, NIH F32

**Project Begin Date:** 11/01/23  
**Non-Personnel Inflation Rate:** 3%  
**Project End Date:** 10/31/26  
**Patient Care Inflation Rate:** yes yes yes no no  
**Number of years:** 3  
**NIH Salary Cap:** 203,700

#### PERSONNEL

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Inst. Base</th>
<th>% effort</th>
<th>Cal Months</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Fringe Infl Factor</th>
<th>Salary</th>
<th>Fringe</th>
<th>Fringe Infl Factor</th>
<th>Inst. Allowances</th>
<th>Tuition</th>
<th>MTDC</th>
<th>NMTDC</th>
<th>MTDC</th>
<th>NMTDC</th>
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</thead>
<tbody>
<tr>
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<td>PI</td>
<td>57,300</td>
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<tr>
<td>Post Doc (LVL 3)</td>
<td></td>
<td>59,592</td>
<td>100.00%</td>
<td>12.00</td>
<td>59,592</td>
<td>0.00%</td>
<td>-</td>
<td>$ 59,592</td>
<td>-</td>
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<td>-</td>
<td>-</td>
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<td>-</td>
</tr>
<tr>
<td>Post Doc (LVL 4)</td>
<td></td>
<td>61,574</td>
<td>100.00%</td>
<td>12.00</td>
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<td>0.00%</td>
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<td>-</td>
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<td>-</td>
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<tr>
<td></td>
<td></td>
<td>69,500</td>
<td>100.00%</td>
<td>12.00</td>
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<td>-</td>
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<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

**PERSONNEL SUBTOTAL**  

**OTHER EXPENSES**

| Institutional Allowances | 12,200 | 12,200 | 12,200 | - | - | - |
| No Tuition Requested     | -      | -      | -      | - | - | - |

**OTHER EXPENSES SUBTOTAL**  

**TOTALS**

| TOTAL DIRECT COSTS EXCLUDING SUBCONTRACT F&A | 69,500 | 71,792 | 73,774 | - | - | 215,066 |
| TOTAL DIRECT COSTS        | 69,500 | 71,792 | 73,774 | - | - | 215,066 |
| INDIRECT COSTS            | -      | -      | -      | - | - | - |
| TOTAL REQUESTED           | 69,500 | 71,792 | 73,774 | - | - | 215,066 |
| INDIRECT COST RATE        | 0.00%  | 0.00%  | 0.00%  | 0.00% | 0.00% | 0.00% |

**NRSa PostDoc Stipends determined by Post Doc Level of Training**

PostDoc fellow tuition = 60% of actual tuition, up to $16K/YR. Tuition does not need to be requested.

IDC not allowed on NIH Fellowship proposals
Career Development Grants—Mentors are Important

- Work closely with your mentors
  - Which funding mechanism and component is the best fit for your science project
  - Discuss eligibility for application
  - Research cost allowances; what costs should be included in the budget to best support the application
  - Timeliness; do you have enough time to prepare a strong application for funding
Career Development Grants-Funding Opportunity/Components

- Mentored Clinical Scientist Research Development Award (Note: Read the entire FOA for Guidance) Make sure your component participates in the FOA:
  
  (NHLBI)(NHGRI)(NIAAA)(NIAMS)(NIBIB)(NICHD)(NIDA), etc.

- **Example:** National Heart, Lung, and Blood Institute (NHLBI) NHLBI has a 8 year limit of cumulative support on institutional and mentored Ks (e.g., K01, K08).

  **Salary Support:** Up to $100,000 plus fringe benefits per year.
  **Research Support:** Up to $25,000 per year.

- Please see https://grants.nih.gov/grants/guide/contacts/parent-K08-CT-not-allowed.html.
Career Development Grants-Funding Opportunity/Components (continued)

- Candidate required to have full time appointment and must commit 75% effort
  (9 calendar months) annually
- Candidates actual base salary @75% effort, plus fringe is shown in budget. Component will award their authorized amount for salary plus fringe.
- Research costs have set amounts per component and include:
  - Technical and Statistical Personnel, Supplies, Equipment, Tuition and Fees, and Travel
  - Detailed explanation of all Research Costs is required
- NIH F&A is set at 8% for career development proposals
# K08 Budget Example: Mentored Clinical Scientist Research Career Development Award

**Parent K08 Independent Clinical Trial Not Allowed**

**Project Begin Date:** 04/01/23  
**Project End Date:** 03/31/28  
**Number of years:** 5  
**NIH Salary Cap:** 212,100

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Inst.</th>
<th>Base % effort</th>
<th>Cal Months</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Fringe Inflate Factor</th>
<th>Fringe</th>
<th>NIH Salary Cap</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Tank</td>
<td>PI</td>
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<td>75.00%</td>
<td>9.00</td>
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<tr>
<td>TBD</td>
<td>Research Services Professional</td>
<td>47,414</td>
<td>15.00%</td>
<td>1.80</td>
<td>7,112</td>
<td>38.67%</td>
<td>2,750</td>
<td>0%</td>
<td>212,100</td>
</tr>
</tbody>
</table>

**TOTAL PERSONNEL SUBTOTAL:** 190,307 each year, **TOTAL:** 951,535

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Inst.</th>
<th>Base % effort</th>
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<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Fringe Inflate Factor</th>
<th>Fringe</th>
<th>NIH Salary Cap</th>
</tr>
</thead>
</table>

**SUPPLIES**

- Recurring Supplies: Lab-PCR supplies, western blot supplies, immunofluorescence supplies, chemicals  
  - Lab-PCR supplies: 6138  
  - Western blot supplies: 7138  
  - Immunofluorescence supplies: 4229  
  - Chemicals: 5502  

**TOTAL SUPPLIES SUBTOTAL:** 32,790

**TRAVEL**

**TRAVEL COSTS:** 1,000 each year, **TOTAL:** 5,000

**OTHER EXPENSES**

- Histology core expenses: 1,000 each year, **TOTAL:** 6,000  
- scRNA sequencing: 8,000  
- Animal Costs: 8,000 each year, **TOTAL:** 37,900

**TOTAL OTHER EXPENSES:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Inst.</th>
<th>Base % effort</th>
<th>Cal Months</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Fringe Inflate Factor</th>
<th>Fringe</th>
<th>NIH Salary Cap</th>
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</thead>
</table>

**TOTAL DIRECT COSTS:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Inst.</th>
<th>Base % effort</th>
<th>Cal Months</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Fringe Inflate Factor</th>
<th>Fringe</th>
<th>NIH Salary Cap</th>
</tr>
</thead>
</table>

**INDIRECT COSTS:**

- NHLBI: Allows $25K/year for Research Support Costs-includes support personnel, supplies, travel, other expenses

**TOTAL REQUESTED:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Inst.</th>
<th>Base % effort</th>
<th>Cal Months</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Fringe Inflate Factor</th>
<th>Fringe</th>
<th>NIH Salary Cap</th>
</tr>
</thead>
</table>

**INDIRECT COST RATE:**

- 8.00% each year, **TOTAL:** 82,178

**TOTAL:**

- 1,027,225

**NIH Salary Cap:**

- 212,100
## Submission Timelines

Below is a summary of the timelines:

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<td>6 business days</td>
<td>18 business days</td>
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<tr>
<td>eSubmissions w/sub</td>
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<td>23 business days</td>
</tr>
<tr>
<td>Manual Submissions</td>
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<tr>
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<td>16 business days</td>
</tr>
<tr>
<td>w/sub</td>
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</table>
Important Resources & OGC Contact

- **InfoEd eRA Commons**
  - PEDS Preaward will provide the form and initiate or request a UCD affiliation of a PI’s NIH eRACommons ID.
- **NIH eRA Commons** [https://public.era.nih.gov/commons](https://public.era.nih.gov/commons)
- **UCD Office of Grants and Contracts FAQ sections** [https://research.cuanschutz.edu/ogc/home/frequently-asked-questions](https://research.cuanschutz.edu/ogc/home/frequently-asked-questions)
Who can help you with PEDS Preaward questions?

- Pre-Award Grant Specialist, Department of Pediatrics
- PEDS Preaward@ucdenver.edu please always use this email address.
  - Tammy Miller
    (720) 777-3076, EXT: 73076
  - Jacob Collier
    (720) 777-6623, EXT: 76623
  - Julie Moon
    (720) 777-6818, EXT: 76818
  - Victoria Wells
    (720) 777-3404, EXT: 73404
CHRE Key Contacts

Child Health Research Enterprise Child Health Research Key Contacts (sharepoint.com)

CHCO Pricing and Budget Inquiries
CHCO Financial Analyst as applicable
Eric Brewington, Director, Research Business Services

CHCO Research Informatics and Data Science
Sara Deakyne Davis, Director, Research Informatics & Data Science

Regulatory Services
Aaron Mobley, Director, Research Operations and Administration
Q & A FAQ’s

• I have a sponsor proposal application to submit. What is the next step?
  • Complete the Peds Preaward Intake Form link and provide the funding mechanism or website link.
  • [link](https://app.smartsheet.com/b/form/15cf30705471445ab25fbb5cef8fcbf)
  • A PEDS Preaward Grants Specialist will be assigned and will reach out with more instructions.

• What Indirect cost rate do I use for my application?
  • Use the rate designated by the sponsor guidance. If the UCD Federal Negotiated Rate is applicable, then use the On-campus or off-campus rates
    • Work performed at CHCO is considered off-campus (exception: Kempe Center is considered on-campus)
    • All University buildings are considered on-campus
    • Work performed at schools/districts are considered off-campus
Q & A FAQ’s (continued)

• If work is performed at CHCO and UCD, how do I determine the correct IDC Rate?
  • The rule is: Choose the rate where 50% or more of the work will be done
  • Example: 50% or more of the work will be done at CHCO (using CHCO Facilities), then use the off-campus rate of 26%
• Is “Working Remotely” an allowable Place of Performance? No
  • The UCD Office of Grants and Contracts does not recognize “Working remotely” as a Place of Performance”.
  • If PI is doing work remotely, that normally would have been done on campus in a campus office, than it is still considered on-campus.
• What fringe rate can I use in my proposal budget?
  • UCD as a published standard proposal fringe rate for Faculty, University Staff, Post Docs, Student Faculty. These rates must be used in proposals. Actual fringe rates are not authorized. https://research.cuanschutz.edu/ogc/home/ogc-teams/post-award/fringe-benefits-rates
Q & A FAQ’s (continued)

• Do internal proposals with in University of Colorado Denver, Anschutz Medical Campus, need to be routed through Pediatric Preaward?
  • Most internal proposals at University of Colorado Denver, Anschutz Medical Campus do not need to be routed through PEDS Preaward, but we recommend emailing Pedspreaward@ucdenver.edu, and providing the proposal link, so we can make the correct determination.
Questions