# Instructions (fillable application form is below)

## Facilitating Funds Award: SPRING 2024:

The Trifecta Initiative (College of Communication Arts & Sciences, the College of Engineering, and the College of Nursing at MSU) is a launchpad for the interdisciplinary development of innovative technologies to improve healthcare delivery and address health disparities.

The *Trifecta Initiative Facilitating Fund (TIFF) Awards* are designed to provide investigators from the Trifecta Initiative colleges (Communications Arts & Sciences, Engineering, and Nursing) with resources towards federally funded NIH/NSF proposals.

The *TIFF Award* is intended for targeted data collection (e.g., participant payment, survey distribution) and/or statistical consultations (CSTAT) of existing data. Other expenditures towards finalizing an NIH/NSF proposal could include such things as visits with an NIH/NSF program officer, publication costs, or travel costs for conferences. For the Spring 2024 Call for TIFF Proposals, the Trifecta Initiative will support up to two projects—with no more than two from any of the Trifecta Initiative colleges. Each submitted proposal may request up to $8,500.

## Eligibility Criteria

To be eligible to apply for the Trifecta Facilitating Funds Award, the following criteria must be met:

* The submitting faculty (Principal Investigator) must be from one of the three Trifecta Initiative colleges. The PI should also be the PI on the planned federal proposal. A submission by a PI who is a lead co-investigator of a portion of a federal proposal (e.g., a subcontract) may be considered a TIFF Award PI.
* At least one co-investigator in the planned federal proposal (and in the TIFF proposal) must have a primary academic home in one of the other two Trifecta Initiative colleges. Other co-investigators (including students) from non-Trifecta Initiative colleges may be listed as part of the proposal.
* The larger proposal must have a planned submission date no later than July 2025.

With the award, the submitting faculty (Principal Investigator) agrees to the following terms.

* To help the facilitation of the federal proposal preparation, the PI must submit biannual updates to the Trifecta Initiative Director (or designee) about progress of the federal proposal and the project generally.
* The team must utilize at least one MSU Office of Research & Innovation resource (e.g., writing consultants, grant workshops) during the proposal development. (Potential resources are available at: https://vp.research.msu.edu/proposal-services).
* Any presentations and publications that result from these support funds must include the following label: “Support for this project was in part provided by the Trifecta Initiative Interdisciplinary Health Research at Michigan State University.”

## Application Procedure:

The Trifecta Facilitating Funds Award application was designed to be a step toward a federal proposal. The application below contains references to a larger federal proposal being planned and has abbreviated components of standard NIH/NSF proposals. The application in the following pages contains the following sections:

**Cover Page**

* ***Title*** of the TIFF Proposal;
* ***PD number*** obtained from the PI’s college pre-award team for this TIFF application when a proposal development document is created in the Research Administration/Kuali Coeus system;
* ***Title of Planned Federal Proposal*** for the larger planned federal proposal (the one planned);
* ***Principal Investigator*** of the TIFF award, including primary and secondary affiliations (PI should be the PI or a co-Investigator of the planned federal proposal);
* ***Co-investigators*** and affiliations, with 1-2 sentences describing each co-I’s contribution to the proposal;
* ***RFA*** or other federal program announcement that the larger proposal plans to address;
* ***Funding Institute, Program officer, and Submission Date*** of the planned federal submission;
* ***Project Narrative*** for the larger planned federal project;

**Research Plan (3-page limit for TIFF Award):**

* ***Significance***
* ***Innovation***
* ***Approach***

**Justification, Timeline, and Budget (2-page limit)**

* ***TIFF Justification*** is a brief description (less than 500 words) of why these funds are needed to help finalize the larger application (e.g., student support to do analysis, travel to a conference to present data) and how these funds will increase your chances of a successful federal funding proposal.
* ***Summary Timeline*** of the TIFF project up to the actual federal submission, include major events and milestones which must be completed to improve the quality of the planned federal proposal.
* ***Budget plan*** of the TIFF project with justification for why these expenses are necessary to prepare a federal submission.

**To apply requires:**

* Email the Trifecta Facilitating Funds Award application (found below) as a pdf to [trifecta@msu.edu](mailto:trifecta@msu.edu); the filename should be as follows: “[PI last name] - TIFF Award App 2024Spring.pdf”.
* To get the PD number, a Research Administration/Kuali Coeus proposal development document must be created. This can be done after submitting the application via email. To obtain a PD number, please see your college’s pre-award support personnel. When obtaining a PD number, use the internal sponsor code - MSU Trifecta and upload the TIFF application (pdf version) to the KC form.

**Key Dates:**

* Submission Deadline: Friday, March 22, 2024
* Award Announcement Date: Friday, April 12, 2024

If you are considering submitting a TIFF Award and have questions, please send them to Susan Buchholz at [buchho44@msu.edu](mailto:buchho44@msu.edu)

To join the Trifecta Initiative listserv for information on other funding opportunities and research enhancement events, send an email to [trifecta@msu.edu](mailto:trifecta@msu.edu) with your name, department affiliation, and preferred email address.

# Page 1: Cover Page: Larger Proposal Information

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| --- | --- |
| *Trifecta Initiative Facilitating Fund (TIFF)* | |
| Title of TIFF Proposal | [Title of the Trifecta Initiative Facilitating Fund proposal here] |
| PD number | [Enter the Research Administration / Kuali Coeus proposal development document number for this TIFF application] |
| Title of planned federal proposal | [Title of the larger planned federal proposal here] |
| Principal Investigator & Affiliations | [PI Name Here] [Department Affiliations Here] |
| Co-Investigators, Affiliations, & contributions to larger study | [Co-Investigator 1, Affiliation, Sentence about contribution to larger study]  [Co-Investigator 2, Affiliation, Sentence about contribution to larger study]  [Co-Investigator 3, Affiliation, Sentence about contribution to larger study]  [etc...] |
| RFA or Program Announcement | [Enter RFA or Program Announcement here]  [e.g. PA-17-259; https://grants.nih.gov/grants/guide/pa-files/PA-17-259.html] |
| Funding Institute Program Officer Submission Date | [Enter Funding Institute, Program Officer, and Federal Submission Deadline here]  e.g. National Center for Medical Rehabilitation Research (NCMRR)  e.g. Dr. Janet Jones  e.g. October 2024 Review Cycle |
| Project Narrative for larger project | [Project Narrative for the larger project goes here]  [For tips, go to: <https://nexus.od.nih.gov/all/2013/03/30/what-should-i-include-in-the-project-narrative-section-of-the-grant-application/>] |

# Research Plan (3-page limit for TIFF Award)

## Significance

Replace this text with the significance of the proposal here.

*From NIH: “Significance: Does the project address an important problem or a critical barrier to progress in the field? Is there a strong scientific premise for the project? If the aims of the project are achieved, how will scientific knowledge, technical capability, and/or clinical practice be improved? How will successful completion of the aims change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field?”*

## Innovation

Replace this text with the Innovation of the proposal here.

*From NIH: “Innovation: Does the application challenge and seek to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions? Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense? Is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions proposed?”*

## Approach

Replace this text with the Approach of the proposal here.

*From NIH: “Approach. Are the overall strategy, methodology, and analyses well-reasoned and appropriate to accomplish the specific aims of the project? Are potential problems, alternative strategies, and benchmarks for success presented? If the project is in the early stages of development, will the strategy establish feasibility and will particularly risky aspects be managed?”*

# Justification, Timeline, Budget (2-page limit)

## Justification

Replace this text with the justification for requesting support. Why are these funds are needed to help finalize the larger application (e.g., student support to do analysis, travel to a conference to present data) and how these funds will increase your chances of a successful federal funding proposal?

## Summary Timeline

Replace this text with the timeline. What is the timeline for external proposal submission, including major events and milestones such as data collection, conferences to present data, discussions with the program officer, etc.

## Budget plan

Replace this text with the budget and budget justification for up to $8,500. Eligible expenses may include items such as: data collection publication costs, incentives for participants, support for hourly graduate or undergraduate research help, statistic consultation, etc. Questions regarding eligible expenses can be directed to the Trifecta Initiative Director.

In the Kuali Coeus proposal development system, enter the total budget requested.