

## **OVERALL GUIDELINES FOR THE RESEARCH ENHANCEMENT FUND**

### **Introduction**

The Research Enhancement Fund (REF) of the Louisiana State University School of Medicine is an intramural resource that supports the research endeavors of the School's faculty members. REF grants will be awarded to investigators by the Dean of the School of Medicine based on the review and recommendations of the Research Enhancement Fund Grant Evaluation Committee. The objective of the REF is to improve and to enhance research productivity and environment of the School of Medicine. In order to accomplish these objectives, the REF will be used to support, on a short-term basis, meritorious projects submitted to the Grant Evaluation Committee throughout the calendar year.

### **Eligibility**

All full-time faculty members of the School of Medicine, Louisiana State University Health Sciences Center are eligible to apply for support from the REF. Three types of applications will be considered: (1) bridge grants, and (2) new project grants, and (3) laboratory supplements for competitive/funded proposals. Support for normal operations of central resources, faculty salaries, indirect costs, construction, library, cost overruns, broad institutional planning activities, and administrative travel will be excluded from consideration. Projects repeatedly submitted to extramural agencies, but not funded, are also discouraged.

### **Application Procedure**

Application format and further information regarding the REF may be obtained from the LSUHSC website or from the Chair of the Grant Evaluation Committee (currently Dr. Peter J. Winsauer, Department of Pharmacology and Experimental Therapeutics, pwinsa@lsuhsc.edu). Applications will be accepted three times/year (March 9, July 9, and November 9).

A radioisotope license, IACUC, IBC, and IRB approvals (if applicable) are needed prior to awarding an REF grant. Applications must also be signed by the appropriate departmental Head as part of the routing process before submission. The signed original application, including supporting material, and an electronic version of the proposal should be submitted directly to the chair of the REF Grant Evaluation Committee.

## **Evaluation**

Upon receipt, applications will be considered by the Evaluation Committee with emphasis on the (1) scientific merit and significance of the proposed project; (2) qualifications and productivity of the applicant; (3) potential for securing or maintaining support from National agencies; (4) appropriateness of funding by the REF; (5) appropriateness of the budget; and (6) adequacy and availability of time, space, equipment, personnel, and other sources of support. First priority for funding will be given to bridge grants.

## **Reporting**

The principal investigator will be responsible for submitting a report of the utilization of the funds he or she has received from the Research Enhancement Fund at the termination of the award period. This report should include a one to two page summary of the progress made on the proposal, a listing of manuscripts published during this time, and a listing of the grant applications submitted and their funding status. This information should be sent electronically to the Associate Dean for Research ([wbacke@lsuhsc.edu](mailto:wbacke@lsuhsc.edu)). It is important for documentation of the success of this program and future requests for funding that we receive any information on grants that were funded with assistance from the REF program, even if the grant is funded after submission of the final REF report. Again please provide this information to Dr. Wayne L. Backes ([wbacke@lsuhsc.edu](mailto:wbacke@lsuhsc.edu)). Publications resulting, in whole or in part, from an REF award should appropriately acknowledge the support.

## **Termination**

An awardee must promptly notify the Associate Dean for Research of the School of Medicine ([wbacke@lsuhsc.edu](mailto:wbacke@lsuhsc.edu)) of any change in his or her status as a member of the full-time academic staff. The award will terminate on the date of the change to ineligible status. REF awards may not be transferred to other principal investigators or to other institutions. In the event that this project receives extramural support, the Associate Dean for Research must be notified immediately, and the unexpended funds from the REF grant are to be returned.