African American Pharmacogenomic Consortium Network Community Pilot Grant Application (ACCOuNT)

The following grant guidelines will help you prepare your grant proposal and assemble the required documentation. Proposals for the ACCOuNT Pilot Grant program must be submitted no later than 5:00 P.M. on September 15, 2017.

Please review the following information on the background, eligibility criteria, types of projects funded, instructions for completing the grant, the review process, and the submission and timeline prior to submitting your grant proposal. This application can be accessed online here:

https://redcap.uchicago.edu/surveys/?s=LTAHJFWYYH

SUMMARY

The African American Pharmacogenomic Consortium Network Transdisciplinary Collaborative Center (ACCOuNT TCC) was created to: 1) establish an African Ancestry pharmacogenomics research network to facilitate genomic research and to establish a public genomics resource for continued translational research; 2) establish mechanisms to support implementation, diffusion, and continuing evaluation and improvement of precision medicine in African Americans; and 3) engage community leaders in African American pharmacogenomic research. **As part of this commitment, ACCOuNT will provide funding for a pilot grant program that will accelerate the uptake of cardiovascular pharmacogenomics research findings among community physicians and patients.**

BACKGROUND

Pharmacogenomics is study of how an individual's genetic or inherited makeup can affect their responses to different medications. Pharmacogenomics research holds the promise of delivering precision medicine to individuals that takes into account genetic differences that may predict response to a particular medication and also may predict potential side effects.

Why is pharmacogenetic testing in African Americans important?

- Most pharmacogenetic testing takes place in people of European descent, leaving out 1 in 7 Americans of African descent
- African American patients may not be aware of the benefits of individualized treatments based on a patient's genetic profile
- African American patients may be uncomfortable in talking to their doctors about genetic testing
- Doctors who treat African American patients may not be aware of the benefits of personalized or precision medicine in treating cardiovascular disease

ACCOuNT focuses on closing this gap in precision medicine by undertaking discovery and translation projects in the area of cardiovascular pharmacogenomics focusing on the African American

population. The African American Cardiovascular Pharmacogenomic Consortium Transdisciplinary Collaborative Center, also known as ACCOuNT, was established to: 1) discover novel genetic variants in African Americans related to clinically actionable cardiovascular conditions, 2) incorporate African American-specific genetic variations into clinical recommendations, and 3) deliver this information to physicians at the point of care, so physicians can make better informed decisions when prescribing cardiovascular medications for their African American patients.

In order to achieve these aims, it will take the involvement of patients, doctors and community leaders to spread the word about the importance of using growing information from a person's genetic background to effectively treat cardiovascular disease in African Americans

The ACCOuNT Pilot Program will complement and enhance other research, implementation and dissemination activities of the ACCOuNT TCC by shifting the conception and principal direction of these efforts from researchers to the community. The Pilot Grant Program seeks to stimulate **community stakeholders** to be the principal drivers of pharmacogenomics-enabling research projects that they conceive, plan and execute with support from research collaborators. The ACCOuNT TCC will accept proposals requesting funding for up to one year of no more than $25,000 (inclusive of indirect costs). We anticipate that 2 proposals will be funded yearly. Proposals will be reviewed by ACCOuNT's Executive Committee and the ACCOuNT Community and Stakeholder Advisory Board, who constitute the ACCOuNT Pilot Grant Review Board.

PILOT GRANT RESULT DISSEMINATION
Grant results will be posted on the ACCOuNT website. Grantees will work with the ACCOuNT Administrative Core around additional promotional opportunities.

ELIGIBILITY CRITERIA

To be eligible for a grant from the ACCOuNT Pilot Grant program, organizations must meet the following criteria:

- Applicant must be a 501(c)(3) nonprofit or have a fiscal agent that is a 501(c)(3) organization that is capable of administering the project's funds.
- Applicant organizations may partner with for-profit entities, but the for profit partner will not receive any grant funds from ACCOuNT
- Applicant organizations operate in or deliver services within the metropolitan Chicago or Washington DC areas, where ACCOuNT research takes place.
- The program or project must be related to accelerating the uptake of information regarding cardiovascular pharmacogenomics in African Americans (see examples of topics for research).
- All proposals must include SMART objectives (Specific, Measurable, Attainable, Realistic, and Time-Bound) that align with UCM defined metrics (see Appendix A).
- All proposals should utilize provided worksheet template formats and track progress, if granted dollars, upon goals, targets, dollars, etc. noted to date
- Applicants must identify a Research Collaborator to partner with in their proposed program. This research collaborator may assist with any aspect of the project, but should specifically help with the rigorous evaluation of the program's effectiveness through the implementation of a scientific, outcomes-based research plan. 10% of the project budget must be allocated to support an evaluation with the Research Collaborator (see Appendix B).

- Applicants will meet with ACCOuNT's Consortium Core director and Project Manager to discuss the best ways to share the organization's story and the impact its project has on improving awareness and participation of community physicians and patients in cardiovascular pharmacogenomics research.

EXCLUSIONS

Generally, grants requesting the following types of support are excluded and will not be considered:
- Applications from partisan political organizations.
- Applications from for-profit organizations.
- Applications requesting support for fund raising activities such as sponsorships, advertising or event tickets (see Sponsorship Program Overview).
- Applications from individuals.
- Applications for memorials or endowments.

TYPES OF PROJECTS FUNDED

Some examples of potential projects include (but are not limited to):
- Educating primary care doctors on how to address screening for genetic variants that may impact their prescribing practices for cardiovascular medications
- Educate community residents about participation in clinical/genetic research
- Lessen barriers to research participation
- Identify pharmacogenomics questions of special interest
- Develop ways for community residents as patients to convey to healthcare providers that they are interested in genomic-based prescribing for their cardiovascular illnesses
- Examine the ethical and privacy issues related to pharmacogenomics testing in African Americans
- Training primary care doctors about pharmacogenetic testing
- Designing clinic protocols for genetic screening in clinical settings
- Educating community leaders (pastors, civic leaders) about the importance of genetic testing

INSTRUCTIONS FOR COMPLETING THE GRANT APPLICATION

Please respond to the following questions as part of the grant application.

APPLICANT INFORMATION
- Name of Organization:
- Tax ID:
- Mailing Address, City, State, Zip:
- Tax Status:
- Contact Person and Title:
- Contact Phone:
- Contact Email:
- Submission Date:
- Start Date of Program:
- End Date of Program:
- Organization's Website Address:
- Research Collaborator and Academic Affiliation:

PART A: Program Description (4 Page maximum)

1. State the program title and describe how your program will address achieving the aims of ACCOuNT in 150 words or less.

2. Describe the need for the program and how it aligns with ACCOuNT's aims. Please briefly cite any statistics that indicate the problem that this program intends to solve.

3. Please provide a thorough description of the program, including the goals, intended lives served, objectives and timeframe of the program.

4. Describe how your organization will measure the performance and impact of the program and the rigorous, scientific methods it will use to evaluate its effectiveness (e.g., surveys, interview protocols, logs, EMR). Please ensure your measurement techniques are Specific, Measurable, Attainable, Realistic, and Time-Bound (SMART). Applicants must partner with a Research Collaborator affiliated with any of the ACCOuNT sites to evaluate their program's impact and outcomes. Please identify a Research Collaborator and describe her/his role in this partnership (e.g., methodology design, data collection tool design, data analysis). You should work with your Research Collaborator to write this section of your application.

   If you are not connected to a Research Collaborator, please contact Dr. Doriane Miller (doriane.miller@uchospitals.edu) prior to submitting your application and completing this question.

   APPLICATIONS WITHOUT AN IDENTIFIED RESEARCH COLLABORATOR WILL NOT BE CONSIDERED FOR FUNDING.

PART B: Organizational Readiness (2 Page maximum)

5. Describe your organization's mission, major accomplishments (please provide any data/outcomes you have on this program or related programs) and staff experience for this particular project.

6. Will you be partnering with other organizations? If so, please list these organizations and their role in the specified program and indicate whether or not each of these is a non-profit organization. If no other organizations are associated with this program, please indicate so. (Please include letters of intents from each collaborating organization.)

7. Describe how this program will be promoted to the target population intended to be served. Identify outreach and communication methods that will be used to increase awareness or participation in this program.

8. State the number of participants expected to be impacted directly through the funds being sought through this program grant and their demographics.

PART C: Budget (1 Page maximum)

9. What is the amount of funding dollars you are requesting ($25,000 maximum, including indirect/overhead costs)?

10. Please attach a complete description of the proposed project overall budget, anticipated funding and justification for each line item. **SEE APPENDIX B**

11. Describe the strategy and plan for the long-term sustainability of the program when funding from this grant ends; please account for any financial and non-financial sustainability plans. If this program is already established (more than three years in operation), describe the strategic next steps for your established program.

   a. Please describe the methods and strategies you will implement to ensure the program continues once funding ends (e.g., teachers trained to continue program in school, faith leaders have incorporated classes into existing health ministry).

THE REVIEW PROCESS

Proposals submitted by September 15, 2017 will be reviewed by the ACCOuNT Grant Review Workgroup. The ACCOuNT Grant Review Workgroup adheres to a strict conflict of interest policy and selects potential grantees based on the merits of each proposal. After an initial review of the proposals, a short list of organizations may be selected for a second review via virtual site visits via web-based conference call or follow up questions during the week of October 2, 2017. Applicants invited for a second review will be asked about their approaches to patient and community engagement principles. Final grantees selected will be announced in November 2017.

Grantees selected for funding will be required to adhere to a reporting process that will be communicated at the time funds are awarded and will most likely include progress towards goals, successes/challenges, financial statement of funds granted, and data collected.

Successful proposals will be evaluated and scored on the following qualities:

PART A: Project description (40 points total) 4 Page maximum
   a. Community need for the project (5 points)
   b. Project goal(s) (15 points)
   c. Evaluation (20 points)

PART B: Organizational Readiness (25 points total) 2 Page maximum
   a. Organization's background (5 points)
   b. Experience with partnering community (5 points)
   c. Outreach to community (15 points)

Part C: Budget (35 points total) 1 Page maximum
   a. Budget showing each item and its cost (10 points)
   b. Justification for each item listed in the budget (5 points)
   c. Sustainability (20 points)

Part D: Letters of commitment from any collaborating community organization and university investigators. Letters of support should reflect experience in working with the African American community.

AVAILABLE FUNDING

The grant award(s) will not exceed $25,000 total costs (including both direct and indirect/overhead costs). Program requests should stay within this amount.

SUBMISSION PROCESS AND TIMELINE

To apply, please read and review this application form and submit the completed questions, documentation (e.g., budget) and all necessary additional criteria (e.g., letters of collaboration) AS A SINGLE PDF FILE to the University of Chicago's Institute for Translational Medicine at ITM@uchicago.edu.

Grant recipient(s) that are selected for funding must abide by the following branding guidelines of the ACCOuNT Transdisciplinary Collaboration Center:

a. Please refer to ACCOuNT in all of your communications and printed materials.
b. Display approved ACCOuNT logo on printed materials, internet sites which advertise event or program.
   - ACCOuNT will provide your organization with the appropriate logos.
   - All promotional materials using the ACCOuNT logo must be approved by the ACCOuNT program manager before printing and distribution

If you have any questions, please email Doriane Miller, MD (doriane.miller@uchospitals.edu).
   - Grants submissions closed: September 15, 2017 at 5pm
   - Site visits or follow up questions for selected candidates (if needed): Week of October 2, 2017
   - Announcement of final grantee: November 2017
   - Funds awarded on or about December 1, 2017

PLEASE NOTE: Webinars will be held on Tuesday August 1, 2017 at 12-1 pm CDT and Tuesday August 15, 2017 at 11 am – 12 pm to review the requirements for this application and to answer any questions: Call in information:

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Dial Toll-Free: 1-800-375-2612
Backup Toll Option: 1-605-475-5605
Enter Guest Code: 597-494-5209

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APPENDIX A: Example

Evaluation Measures (*Please include Targets and Methods*)

Goal	Objectives	Indicators/ Metrics	Targets	Methods
Increase Screening for Cardiovascular Genetic Variants in the African American Population	• Increase the awareness of community participants about genetic screening			
	• Increase the proportion of community participants with heart disease asking their doctors about genetic testing for heart medications			
	• Increase the number of doctors in community settings who are knowledgeable about genetic screening for heart medications			

Budget Template

Expense Category	Requested Amount from ACCOuNT	Current or Anticipated Funding and Source	Total Budget Amount	Justification/ Explanation
Total				