

SUBMISSION GUIDELINES

2019-2020 Quartet Pilot Research Project Competition

Proposals are due Friday, March 15, 2019

For questions or assistance contact: Julia Crane: 215-573-1369 (crane@pop.upenn.edu)








Proposal contents must include: Face Page, Project Abstract and Relevance Statement, Specific Aims and, Research Strategy (max 5 pages), NIH format Biosketch, Budget for one year, Budget Justification, Cited References, Appendix (optional, max 5 pages).

Format:

- Typeface: (11 point font): Arial, Helvetica, Palatino Linotype, or Georgia.
- Paper: 8 ½ x 11 sheet with at least 1/2 inch margins (top, bottom, left and right)
- Spacing: Single spaced

Application Components:

(Please use the templates provided below. Click on the  icon to open a template.)

Form	Instructions	File
Face Page	Please complete all section of the Face Page	 Face Page Updated for 2019.doc
Project Abstract and Relevance Statement	This is a self-contained, succinct and accurate description of the proposed work. Brief statement of research relevance to public health, policy issues, methods, etc.	 Project Abstract and Project Relevance 2019.doc
Specific Aims and Research Strategy	Specific Aims (1 page max); Research Strategy (5 pages max); Must include: Significance, Innovation, Approach. Human subjects, Foreign Components, Next Steps, Previous Quartet or Trio Pilot results	 Research Strategy includes 2019 Human Subjects directions 2019.doc
NIH Biosketch	Please provide a new format NIH compliant biosketch for each key person. Use PMCID's when appropriate. An example is in this document. Max 5 pages	 P2C Biosketch format1.11.2019.docx
Budget (1-year)	Unless otherwise noted total direct cost should be in the \$20K range. Direct costs can be used to support undergraduate or graduate student research assistants, summer salary, data collection, analyses of secondary data sets, publication costs, etc.	 Budget first year (Updated for 2019).doc
Budget Justification	Please include a budget justification	 Budget Justification (Updated for 2019).doc
Cited References	A bibliography of any references cited in the Project	 Cited Reference (Updated for 2019).doc
Appendix	Appendix should not be used to circumvent the page limitations of the Research Plan	5 pages max

Please read the Terms and Conditions file as well: [Terms and conditions updated 2019-2020.pdf](#).