



RESEARCH AND EDUCATION FUND

Seed Grant FAQ

ELIGIBILITY

- Are you required to be an American citizen to apply?
 - No, citizenship is not required. Grant candidates must be SBI members who work in the United States or Canada
- Can I submit more than one application?
 - An applicant can only submit one single application per cycle
- Does my faculty position/rank influence whether I receive an award?
 - New investigators from all stages of their careers, including trainees, are eligible, but they must not have held a prior grant of \$100,000 or more. Participation from those at early- and mid-career is encouraged.
- What areas of research are eligible for funding?
 - Projects must be related to breast imaging, including screening, diagnosis, treatment, enhancing the patient experience, or breast imaging as a career
- Is there a minimum percent effort I must devote to my project?
 - No, but the appropriateness of the effort amount will be a factor the committee uses when evaluating the proposal.
- Does the research project I want to fund have to be preapproved by the IRB in order to be considered for the grant?
 - No, the research project does not need to be preapproved by the IRB at time of submission in order to apply. However, a copy of your IRB protocol and approval notice must be submitted before we begin to fund your grant.
- I am currently funded by another grant. Am I still eligible to apply for the SBI grant?
 - Funding is available to new investigators who have not been a PI on a single project of \$100,000 or more. In addition, if you have current funding, that project should not overlap with your proposed project.
- Can there be more than one PI on an award (i.e. Co-PIs)?
 - No. There must be a single PI with overall responsibility for the grant.
- Can there be multiple applicants per institution?
 - Yes, but each individual applicant can only submit one application per cycle.
- Do I have to be working in an academic center?
 - No. Applicants can be affiliated with academic institutions or community-based practices.

SUBMISSION PROCESS

- How do I apply?
 - The application submission site and instructions can be found here: <https://sbi-online.secure-platform.com/site/solicitations/102003/home>
- Are there word or page limits?
 - Yes. Many components of the application have word or page limits, which are stated in the instructions for each section. For example the Description of the Research is 3 pages maximum. It is important you don't exceed the stated word or page limits. Reviewers may choose not to review applications that violate these restrictions.
- What are the application document formatting requirements?

- Follow the NIH format for margin size (0.5" margins) and font type and size (11-point Arial) for uploaded documents.
- Which NIH biosketch template should I use?
 - You can find the template here: [https://grants.nih.gov/grants-process/write-application/forms-directory/biosketch#biosketch-\(non-fellowship\):-biographical-sketch-format-page](https://grants.nih.gov/grants-process/write-application/forms-directory/biosketch#biosketch-(non-fellowship):-biographical-sketch-format-page)
- Should I include letters of support or recommendation with my application?
 - Applicants should submit a letter of support from their department chair that includes the amount of time that the PI will be given to work on the project. Trainee applicants should submit a letter of support from their project mentor. Applicants from private practice should submit a letter explaining how they will make time to do the research and a letter from a supervisor stating that the research project is feasible in the clinic setting, if applicable. For each investigator who is not in the same Department as the PI, please provide a letter of commitment
- I will not be able to make the application deadline. Would you be willing to grant an extension to the application deadline?
 - No. Applications must be submitted by the deadline listed on the application submission site.
- Can I make changes to my application after submission?
 - You can make changes up until the application deadline, but not after the deadline.
- If my application was not funded, is there a formalized resubmission process?
 - There is no separate process for resubmissions. Applicants are to submit a new proposal, and are encouraged to use the reviewers' comments to guide the new proposal development.
- Will I receive feedback from the study section reviewers?
 - Yes

FUNDING/BUDGETING

- What is the award amount?
 - Up to \$40,000 for 1-year period. Projects less than \$40,000 are also welcome to apply.
- Can this funding go towards a larger project I am working on?
 - You can apply for an award for a well-defined portion of a larger project. For example, if there are images being obtained under a research grant, you can apply to analyze those images for an aim not covered in the larger grant.
- Is a budget justification necessary?
 - A detailed budget with justification for each budgeted item is required
- Can indirect costs be budgeted?/ Does the award cover indirect costs?
 - No, SBI does not pay institutional indirect costs.
- What are allowable direct costs?
 - Direct costs may include, but are not limited to, scanning costs, equipment, salary support, research assistant, statistician, medical illustrator, software, publication fees, and travel to attend SBI.
- Who receives the funding?
 - For academic or employed physicians, funding will go directly to the institution/department/radiology practice as direct costs only. No indirect costs will be funded. For self-employed physicians, funding can be paid to the individual. A budget justification is required.
- What happens to unspent funds from my grant after 12 months?
 - The full grant term is expected to be 12 months. Any portion of the award not utilized must be returned to the SBI R&E Foundation. Extensions may be considered with justification.

MISCELLANEOUS

- What are the reporting and monitoring requirements for award recipients?
 - A brief update on research progress towards milestones and specific aims is required 6 months after funding begins. A final report with a full summary on the outcomes of the research project is required at the end of the funding period. This will include a financial report to ensure funds were used as intended.
- What are the roles/expectations of reporting to an external SBI mentor?
 - Upon selection for funding, the PI will be paired with a senior member of the SBI who will be their external mentor. The external mentor and PI will meet regularly (virtually) to discuss research progress and address any research concerns.
- Are grant recipients required to attend and present at the SBI annual meeting?
 - The PI is expected to present an overview of their research at the SBI annual meeting for the year following the start of their funding.
- Would I be able to transfer institutions after I receive my award?
 - In general yes, but you need to ensure that the project can be completed at your new institution and there needs to be a commitment from the new Department Chair or Practice Leader.