

**PACIFIC NORTHWEST AGRICULTURAL SAFETY AND HEALTH
CENTER PILOT PROJECT PROGRAM (2024-2025)
Pilot Project Proposal**

APPLICATION SUBMISSION INSTRUCTIONS

1. **Pilot Project Proposal Applications are due July 22, 2024 - by invitation only.** To submit your application, PNASH requires that you submit the **Pilot Project Proposal Application by electronic mail to PNASH@uw.edu**. This proposal should be *brief*. See Pilot Project Proposal Application Page Count Advisory, page 8. Please be sure to include appropriate contact information. Biosketches and Letters of Support **are required**. ***For University of Washington applicants only***, approval by Department Chair and School/College Dean for signatures of endorsement **may** be required – check with your department. However, proposals are *not* submitted through UW Office of Sponsored Programs; therefore, an eGC-1 submission is not required.

Pilot Program Coordinator:

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NIOSH Parent Grant Award #: NOSH/CDC Cooperative Agreement #5 U54OH007544-22-00

Pilot Project period: September 30, 2024 – September 29, 2025

**PACIFIC NORTHWEST AGRICULTURAL SAFETY AND HEALTH CENTER
 PILOT PROJECT PROGRAM (2024-2025)
 Pilot Project Proposal Application
 COVER PAGE**

Principal Investigator		
Name		
Title		
Department		
Address		
Phone		
Email		
Project Title		
Funding Period	Start Date:	End Date:

Project Narrative

(Three sentences that describe the proposed project. For more information, refer to the NIH guidelines: <https://grants.nih.gov/grants/how-to-apply-application-guide/format-and-write/page-limits.htm>)

Key Personnel and Collaborators Summary

Project Timeline Summary

Autumn	
Winter	
Spring	
Summer	

Budget Summary

Direct Costs (up to 30k):	
*F&A (Max. 10%):	
Total:	

Will Human Subjects approval be required? **Yes** **No**

Are any additional approvals or training required to complete the proposed research? (e.g., Animal subjects, radiation safety, biological hazards, etc.) **Yes** **No**

If so, which are required, and which training have you and/or your team received? _____

For applicants outside of the UW, a maximum amount of 10% F&A costs will be awarded. For UW applicants, F&A costs have already been covered. **Yes** **No**

Will your institution approve a 10% F&A rate? **Yes** **No**

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Specific Aims

(Complete the specific aims using the guidelines for NIH grant proposals.)

Other NIH Specific Aims page guidance:

- https://www.niaaa.nih.gov/sites/default/files/publications/Training/Training_Quick_Guide_for_Grant_Applications-rev-2010.pdf
- <http://www.biosciencewriters.com/NIH-Grant-Applications-The-Anatomy-of-a-Specific-Aims-Page.aspx>

END COVER PAGE

Please send completed applications to judy13@uw.edu.

**PACIFIC NORTHWEST AGRICULTURAL SAFETY AND HEALTH CENTER
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Pilot Project Proposal APPLICATION GUIDELINES**

Cover Page

Body of the Application

- A. **Abstract (limited to 300 words).** Describe proposed project and how it relates to the goals of the PNASH Center (see PNASH website: <https://deohs.washington.edu/pnash/>) include the specific relevant priorities of Northwest or National Occupational Research Agendas. Web addresses for relevant strategic goals links may be found at “Introductions and Guidelines - Guidelines for Review and Evaluations – Priorities” page 6 (hereinafter “Priorities”).
- B. **Research Plan (Limited to 3 pages).** A concise research plan following the guidelines outlined below:
- **Objective and Specific Aims:** State the overall objective or long-term goal and the specific aims of the project.
 - **Background and Significance:** *Briefly* review relevant literature describing the current knowledge in this field. Identify PNASH Center Goals and Strategic Goals which your study addresses as well as its relevance to Northwest AgFF. See Priorities. If the study does not directly address Northwest AgFF or Strategic Goal, state the evidence that supports your decision to investigate the issue.
 - **Methodology:** Provide a concise and thorough discussion of the proposed methods, including the study design, involved populations, data collection, and means employed to analyze or interpret the data to attain your objectives. Include a discussion of the proposed method's limitations. A timetable for completion of the project should be provided. Include, if appropriate, a discussion of pitfalls you might encounter and the limitations of procedures you propose to use.
 - **Potential Impact/Potential for Future Funding:** Explain how the information gathered during this project will form the basis for future studies, including impact on equity. Please also outline possible future sources of funding. Be as specific as possible, but whether you reference an RFA, Government Initiative, or Agency briefly explain how future projects fit the research objectives of the potential funding source.
 - **Collaborative Arrangements:** If applicable, provide a description of the collaboration that will occur with other institutions, community organizations, or any group whose cooperation is essential. A letter indicating the institution or organization’s willingness to participate should be included in the Appendix.
- C. **Appendix (Optional).** You are not expected to have completed project materials before submitting this application. However, if appropriate, you may attach *samples* of the types of questions or formats etc. that you will be using in your study to supplement your methodology component of the research plan.

- D. **Budget and budget justification (Required).** The format used for the budget will be the PHS 398 Form, page 4 “Detailed Budget for Initial Budget Period” (available at: <http://grants.nih.gov/grants/funding/phs398/phs398.html>).
- The budget should show the effort of all persons, paid and unpaid, who will carry out the activities. This should be followed by a justification page explaining the roles and duties of each individual.
 - Administrative salaries cannot be covered. Equipment will be supported only if tied directly to the project and equipment costs may not exceed \$5,000 unless permission is granted in advance. If the proposal is partially funded by other sources (in-kind support), please specify the source and amount of support.
- E. **Biographical sketch (Required).** Pages of the PHS 398 format and a sample for biosketches can be found at: <https://grants.nih.gov/grants/forms/biosketch.htm> (use the non-fellowship form), required for the Principal Investigator and Co-Investigator, and optional for key personnel.
- F. **Outcome Metrics Table (Required):** The PPP participates in the Center-wide program monitoring, tracking progress, activities, and products. To assist with these goals all applicants must include a project specific matrix with your final proposal. The metrics table should include short-term outcomes, indicators, and potential sources of information. Please contact us if you have any questions regarding the development of this component.
- G. **Letters of Support (Required):** Your application should include letters of support from your institution, key personnel, collaborators, and other significant contributors. Relevant letters of support will assure your peer reviewers that your collaborations and institutional commitments are on the right track.
- H. **Resources (Requested):** Describe facilities and major items of equipment or resources available for proposed research. If you anticipate using PNASH Center services, discuss the nature and extent and provide relevant support.
- I. **Human Subjects and Animal Care Committee Approvals (Proof of compliance or Required Plan of Action for compliance):** Funded projects involving human subjects and animals will have to obtain approval from the appropriate committee before funding will be released. If the award is external to the University of Washington (UW), and does not involve any UW employees or facilities, and the grantee’s institution has an accredited IRB, then the UW-IRB has waived the need to review these protocols. Otherwise, the UW-IRB handles all Human Subjects and Animal Care protocols.

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Pilot Project Proposal Application Page Count Advisory**

Section of Application		
PROPOSAL		Required
	Cover Page <ul style="list-style-type: none"> • Principal Investigator and Project Summary • Project Narrative - Three sentences • Key Personnel and Collaborators • Project Timeline • Budget Summary • Specific Aims Summary 	3 pages
BODY OF APPLICATION		
	Abstract/Project Summary	300 words
	Research Strategies <ul style="list-style-type: none"> • Objectives and Specific Aims • Background and Significance • Methodology • Potential Impact • Collaborative Arrangements 	3 Pages
	References – Not included in page count	
	Total	6 Pages
Appendix (optional) Only include survey instruments, study protocols and other study related materials		
	Budget <ul style="list-style-type: none"> • The format used for the budget will be the PHS 398 Form, see page 4 “Detailed Budget for Initial Budget Period” http://grants.nih.gov/grants/funding/phs398/phs398.html • Budget Justification – required 	Required Pages needed
	Biosketch(es) <ul style="list-style-type: none"> • Biosketch Format Pages, Instructions and Samples grants.nih.gov 	Required - 5 pages for each Biosketch
	Outcome Metrics Table - See Template sent with invitation - required	Required Pages needed
	Letters of Support	Required 1 page per letter
	Resources (Hyperlinks suggested) See page 6.	Requested 1 page
	Human Subjects and Animal Care Committee Approvals	Compliance or Plan of Action