

REQUEST FOR FUNDING FOR FIELD BASED MEETINGS TO FOSTER COLLABORATIVE MULTI-SITE STUDIES

BLRD is accepting requests for supplemental funding for field based meetings with the following requirements:

- The request must come from a VA investigator who is currently funded as PI by BLRD or has had BLRD funding that ended after November 15, 2013.
- The request must be submitted through the local research office.
- The meeting must be focused on planning a collaborative study involving more than one VA investigator which will further develop a discovery derived from BLRD funded research.
- The proposed meeting should be limited to VA investigators although 1 or 2 non-VA investigators with needed expertise may be included.
- No more than 30% of the proposed attendees may come from one station.
- Stations are discouraged from submitting multiple requests.
- The planned meeting must address one of the following priority areas of VA research: Preclinical models of posttraumatic stress disorder, substance abuse, non-opioid pain treatment, suicidality, traumatic brain injury, respiratory diseases in veterans of OEF and OIF, stroke, sleep disorders, development of radiopharmaceutical probes in cancer, intergenerational effects of toxic exposures, colorectal cancer, neurodegeneration in degenerative and inflammatory brain disease and neuropsychiatric side effects of mefloquine.
- The planned meeting must lead to an application for funding (VA, NIH, DOD...)
- The application for funding resulting from the meeting should not be for a training grant or conference award.
- Meeting costs must be under \$20,000.
- Funds must be expended in FY17
- Requestors are responsible for all planning and logistics including:
 - finding meeting space,
 - managing all attendee travel locally,
 - completing local facility/VISN approval processes as applicable, and
 - completing any required formal VA Sponsored Internal Conference Package Approvals and after reporting.
- A final report of meeting conclusions and accomplishments must be submitted to BLRD within 45 days of the meeting.

Each funded proposal will be assigned to a BLRD Program Manager who will attend the meeting with costs being borne by BLRD, not the meeting funding.

Interested parties must submit:

- a 1-2 page proposal including
 - Principal Investigator (must be a VA funded PI)

- Point of contact (if other than the PI)
- Designated meeting planner (who is specifically assigned to work on meeting planning and execution)
- Meeting Title
- Goals of meeting (must be focused on the development of a study protocol and/or an application for further support)
- Identify the gap in current knowledge, the VA research portfolio or in VA care that the meeting product will address.
- Participant list
- Location and estimated timing
- Output of meeting (Study protocol, Letter of intent or grant/award proposal)
- an itemized budget for the funds requested using the attached spreadsheet
 - No more than 10% of the award should be for support personnel
- a justification for each item requested

Proposals must be submitted to the mailbox vhablrd-csrd@va.gov with the subject line “BLRD Meeting proposal” by November 15, 2016.

When considering the request, keep in mind that all funds received:

- **must** be obligated in FY 2017 and
- **cannot** be carried over into FY 2018.

Field based meeting funds may be used for:

- Salaries, consultant services, and IPAs of personnel supporting meeting activities
- Meeting space and associated AV expenses
- Travel costs for meeting attendees

Do **not include**:

- Requests that require hiring of personnel not yet identified.
- Requests that require use of funds in FY18.
- Travel expenses for any Central Office Staff who will attend the meeting. CO staff will make their own travel arrangements and CO staff travel is paid for directly by ORD.
- Funds for refreshments or for meals.

Up to 5 meeting proposals will be funded.

Proposals will be reviewed administratively for responsiveness and feasibility.

Funding notifications will be sent out before December 31, 2016

Funds will not be transferred to the station until BLRD Central Office receives notification of the meeting’s Conference Package approval.

Program Point of Contact: Christopher Bever, MD, MBA, Director, BLRD at Christopher.Bever@va.gov,

Thank you, BLRD