

## Proposal Submission

### **For the 2024 grant cycle, does the proposal need to be submitted by a Community-Based Organization (CBO)?**

No, the proposal does not need to be submitted by a CBO. However, one award from the 2024 grant cycle will be prioritized for a CBO-led proposal.

### **What are the descriptors of Race for the purposes of this application?**

- American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Black or African American: A person having origins in any of the black racial groups of Africa. Terms such as “Haitian” or “Negro” can be used in addition to “Black or African American.”
- Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

### **Will there be an initial proposal or letter of intent stage of the Noonan submission?**

Yes, beginning with the 2020 cycle, the Noonan Research Fund has 2 stages including an initial proposal stage and an invited full stage.

### **For the 2024 grant cycle, does the PI have to be an early-stage investigator?**

No, the proposal does not need to be submitted by an early-stage investigator. However, priority will be given to early-stage investigators, including graduate students, postdoctoral fellows, and assistant professors in either tenure-track or non-tenure track roles and early career professionals from non-academic institutions.

### **How many applications may be submitted from one institution or organization?**

There are no institutional limitations on the number of applications.

### **If I have submitted an application in the past, may I apply again?**

Yes, the program does not limit the number of times an applicant submits to the Program. Please be sure to review the Application Guidelines and the list of past awardees as a reference for the appropriateness of the proposal to the program’s focus.

### **If I have been funded in the past, may I apply again?**

Yes, as long as funding is not concurrent, there is no restriction on an award recipient’s ability to secure another award in the future.

### **Can multiple applicants apply from the same organization?**

Yes, multiple applicants may apply from the same organization. There are no institutional limits or nominations required.

### **Does the applicant organization have to be within the geographical area of interest?**

Yes, the applicant organization must be in one of the cities or towns listed in the geographical area of interest.

**Do all the study subjects have to reside in the geographical area of interest?**

A majority (60% minimum) of the study subjects have to be within the geographical area of interest.

**Is using a regional or national database outside the geographical area of interest permitted?**

Yes, using a regional or national database is permitted if benchmarking to a local population within the Program's geographic area of interest.

**Who is considered the "Authorized Institutional Representative" when signing that portion of the Application Face Sheet?**

This would be someone from the Office of Sponsored Programs (or similar entity), another Officer responsible for research oversight within the institution or the Executive Director for non-institutional organizations. The Department Chair or other administrator within the applicant's department may NOT sign the Face Sheet as the Institutional Representative.

**May an application be submitted by two equal Co-Principal Investigators?**

No. The Noonan Research grants are designated for one PI only. An application may include co-investigators but there cannot be two "co-applicants" or co-PIs.

**May a PI on one grant also be part of another grant submission?**

Yes. A PI on one grant may be listed as personnel on someone else's grant.

**Are the sections mentioned for inclusion in the Project Proposal instructions required or may other headings be included?**

Please prepare your proposal using these section headings.

**Does the budget page required for the Full Application Stage reflect the actual cost of the project or only what is requested from the Noonan Research Fund?**

This page summarizes what is being requested from the Noonan Research Fund. If the project uses additional support from other sources, those amounts should be combined and noted on this Form as well.

**Regarding the \$160,000 maximum project budget, do funds need to be equally allocated across both years of the award?**

Yes, funds should be allocated equally across both project years, with a maximum of \$80,000 each year.

**How should salary be reflected in the budget?**

We are simply asking for the portion of salary of all personnel who will be supported by the Noonan grant.

**Are there limits to budgeting PI's time?**

Typically, the Principal Investigator budgets 10-20% of his or her time to a Noonan project. A clear justification must be supplied by the applicant if the budget is outside these guidelines.

**Does the Applicant's bio-sketch need to be formatted in the same way as the Proposal (11-point font, 1-inch margins)?**

The bio-sketch may be in a minimum of 10-point font but it must be legible or you may use the current NIH biosketch format.

**Should I include the bio-sketch (s) of co-investigators or collaborators in the Proposal Application?**

Yes. Names of personnel who have a major role in the project should be listed in the proposal and the

additional CVs attached.

**How do I combine and convert multiple documents into one PDF file?**

Please refer to the last page of this document for step-by-step instructions.

**To whom should the letters of collaboration be addressed?**

They should be addressed to the “Noonan Research Fund Review Committee.”

**Do we need letters of collaboration for the initial proposal, or just if invited for a full proposal?**

Letters of collaboration are only required if invited for a full proposal.

**May I include appendices with the Proposal?**

Yes, appropriate appendices are questionnaire excerpts, protocol and other relevant tools that will be used in the project. Additional materials will not be accepted.

**Award Statistics**

**What are my chances of receiving an Award?**

<b>Historical Statistics</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>
# of Initial Proposal Submitted	13	26	24	20
# of Full Proposals Submitted	8	11	10	12
# of Two-Year Awards	2	4	3	3
<b>Historical Statistics</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>
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**Who were the successful applicants from the previous grant cycle(s)?**

Please see the listing of past award recipients at <https://hria.org/tmf/Noonan>

**Programmatic Questions**

**Does a project to support family members of children with disabilities qualify?**

As long as the family engagement is suited to meet the needs of the child, this is eligible. Examples include parent training programs and interventions that target families and parents to better serve children.

**Can you give us a sense of who the reviewers typically are (e.g., community members, etc.)?**

Reviewers are typically a mix of individuals from academic institutions, nonprofit organizations, and parent networks.

**Are you able to provide examples of meaningful engagement of population of interest?**

“Meaningful engagement” refers to the process of engaging the population of interest in the design of the research question being asked. Considerations might include whether the population of interest is

intentionally included, how information is communicated, and how many visits are feasible. Please see the graphic below for further information.

**Public Participation Spectrum**

Adapted by Health Resources in Action from the International Association of Public Participation

Increasing Level of Public Impact					
	Inform	Consult	Involve	Collaborate	Empower
Public Participation Goal	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions	To obtain public feedback on analysis, alternatives, and/or decision.	To work directly with the public throughout the process to ensure that public issues and concerns are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
Promise to the Public	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision	We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
Example Tools	<ul style="list-style-type: none"> <li>Fact sheets</li> <li>Websites</li> <li>Open houses</li> </ul>	<ul style="list-style-type: none"> <li>Public comment</li> <li>Focus groups</li> <li>Surveys</li> <li>Public meetings</li> </ul>	<ul style="list-style-type: none"> <li>Workshops</li> <li>Deliberate polling</li> </ul>	<ul style="list-style-type: none"> <li>Citizen Advisory Committees</li> <li>Consensus-building</li> <li>Participatory decision-making</li> </ul>	<ul style="list-style-type: none"> <li>Citizen juries</li> <li>Ballots</li> <li>Delegated decisions</li> </ul>

**To what extent is the Noonan grant looking for applicants to have an already-developed program to roll out or evaluate, versus being open to proposing to adapt, develop, and pilot the intervention program? In other words, is it acceptable/expected to spend the first year, or part of a year, of the grant developing/finalizing the program before implementing?**

It is acceptable to spend time developing the intervention. The Noonan program would be open to funding a project in which the first part is to propose and collect feedback regarding an intervention and pilot program. The second part would be spent testing the intervention/program and rolling it out.

**Now that much of our work is on Zoom, does that change the geographic restrictions? For example, my office is in Worcester, but I primarily work with families in Noonan communities.**

The population of interest needs to be within the geographical catchment area as outlined in the program guidelines. For applicants with joint positions, please apply from the position within the Fund’s geographic catchment area.

**It seems like the grant is set up with the idea of one community site or partner. Given our project’s needs, which include developing and implementing our program at a diverse range of early childhood education types (family day-cares, center-based childcare, public preschools), how important is it to the funder that we have ONE really strong community partnership site, versus connections with multiple sites that will allow involvement from early childhood educators in MULTIPLE different types of settings?**

The program prioritizes the lens of meaningful engagement. However, the applicant does not necessarily have to limit themselves to working with one site or partner. Reviewers will evaluate the nature of proposed partnerships and whether the partnerships are feasible; multiple partnerships are encouraged as long as these points are clearly understood within the application.

**Do you have any resources providing education on advancing health equity?**

Please see “Advancing Health Equity: A Guide to Language, Narrative and Concepts”, a resource produced by the American Medical Association and Association of American Medical Colleges, available at the following link: <https://www.ama-assn.org/system/files/ama-aamc-equity-guide.pdf>.

For answers to any issues not covered in the program guidelines or the FAQs, please contact Program Staff.

**Questions:**

Noonan Fund web page: <https://hria.org/tmf/Noonan>

**Program Staff:**

[NoonanAwards@hria.org](mailto:NoonanAwards@hria.org)