

Deborah Munroe Noonan Memorial Research Fund

Frequently Asked Questions

Eligibility

Does the proposal need to be submitted by a Community-Based Organization (CBO)?

No, the proposal does not need to be submitted by a Community-Based Organization. However, priority will be given to projects that are community-led, projects incorporating community-based participatory research approach through meaningful partnership/collaboration, and projects focused on racial and health equity. Collaborations between organizations is highly encouraged.

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 (less than 5 years of experience working in the disability field) from non-academic institutions.

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 alignment 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.

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 an applicant be PI on more than one project?

No. Each person may submit only one application on which they are PI.

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.

Proposal

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 two stages including an initial proposal stage and an invited full stage.

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.

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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?

The Budget should list 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 biosketch/resume/CV need to be formatted in the same way as the Proposal (11-point font, 1-inch margins)? How long should they be?

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. All submitted biosketches/CVs/resumes may be a maximum of 5 pages.

Should I include the biosketch/resume/CV 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 biosketch/resume/CVs attached.

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.

Submission

How do I access the HRiA Award Manager online system?

Go to <https://hria.us-1.smartsimple.com/>

I can't find my organization in the HRiA Award Manager. What should I do?

Please send an email to grants@hria.org for assistance.



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Who is considered the “Authorized Institutional Representative” required to be invited to online application?

Authorized Institutional Representative is responsible for research oversight and is often in the Office of Sponsored Programs. This person signs off on the application to ensure that Applicant and Institution have met the eligibility requirements. For a community-based organization, the Authorized Institutional Representative may be the Chief Executive Officer/Executive Director or other senior leader and signs off on the application to ensure that the lead applicant and project team have met the eligibility requirements. Users assigned as Authorized Institutional Representative will have edit permission on the application (needed in order to complete Certification) but may not submit the application.

Who is considered the “Institutional Officer” required to be invited to the online application?

Institutional Officer is typically the Fiscal Officer and receives award payments, prepares fiscal reports and oversees other financial requirements of the grant. Users assigned as Institutional Officer will have edit permissions on the application (needed in order to complete ACH form if awarded) but may not submit.

I have a grant writer helping me submit my application. How should they access the application draft?

Please add this individual as a “Collaborator” using the Invitations feature of the online application. They do not need to be listed under the “Key Personnel” tab unless they have a significant, additional programmatic contribution to the proposed project.

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.

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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	• Fact sheets • Websites • Open houses	• Public comment • Focus groups • Surveys • Public meetings	• Workshops • Deliberate polling	• Citizen Advisory Committees • Consensus-building • Participatory decision-making	• Citizen juries • Ballots • Delegated decisions

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 remote, does that change the geographic restrictions? For example, my office is in Worcester, but I primarily work with families in the Noonan geographic area of interest.

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.

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 must 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.

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Frequently Asked Questions

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>.

Award Statistics

What are my chances of receiving an Award?

Historical Statistics	2025	2024	2023	2022
# of Initial Proposal Submitted	26	32	13	26
# of Full Proposals Submitted	12	14	8	11
# of Two-Year Awards	3	4	2	4

Who were the successful applicants from the previous grant cycle(s)?

Please see the listing of past award recipients at hria.org/grants/noonan

Additional Questions

For answers to any issues not covered in the program guidelines or the FAQs, please refer to the website (hria.org/grants/noonan) or email Program Staff at NoonanAwards@hria.org.