**APPLICATION PREPARATION TEMPLATE**

Southwest Center for Occupational and Environmental Health Research Accelerator

Just-in-Time (JIT) Funding Opportunity

*We recommend that you use this preparation template to prepare your responses prior to submission because your progress will not be saved within the application portal.*

**Project Title\*** [Do not exceed 85 characters, including spaces and punctuation.]

**Category of Research Award\***

* Research Trainee – A doctoral student in the dissertation phase of their training who has received approval for their proposal or a postdoctoral fellow.
* Early Career Investigator – A researcher who has completed their terminal degree or postdoctoral training within the past 7 years and has not previously served as a Program Director/Principal Investigator (PD/PI) on a substantial independent research award, such as an NIH R01 grant.

Select only one

* Research Trainee
* Early Career Investigator

**Principal Investigator (Research Trainee Only)**

First Name\*

Last Name\*

Degree Program\*

Department\* [Select from dropdown]

Dissertation Advisor

Expected Graduation Date

Phone Number\*

Email Address\*

**Principal Investigator (Early Career Investigator Only)**

First Name\*

Last Name\*

Position or Title\*

Department\* [Select from dropdown]

Phone Number\*

Email Address\*

**Research Project Details**

Please identify the worker population of interest, and the corresponding industry sector(s) and health and safety issues that may be addressed in your research project.

Worker Population (e.g., construction workers, CNAs, farmworkers, warehouse staff)\*

Industry Sector(s)\* [Select all that apply]

* Agriculture, Forestry & Fishing (except Wildland Firefighting and including seafood processing)
* Construction
* Healthcare & Social Assistance (including Veterinary Medicine/Animal Care)
* Manufacturing (except seafood processing)
* Mining (except Oil and Gas Extraction)
* Oil and Gas Extraction
* Public Safety (including Wildland Firefighting)
* Services (except Public Safety and Veterinary Medicine/Animal Care)
* Transportation, Warehousing & Utilities
* Wholesale and Retail Trade
* Other (Explain) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Health and Safety Issue(s)\* [Select all that apply]

* Cancer, Reproductive, Cardiovascular, and Other Chronic Disease Prevention
* Hearing Loss Prevention
* Immune, Infectious, and Dermal Disease Prevention
* Musculoskeletal Health
* Respiratory Health
* Traumatic Injury Prevention
* Healthy Work Design and Well-being
* Other (Explain) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Answer Yes or No to the following items:

Does your research involve human subjects?\*

* Yes
* No

Does your research involve vertebrate animals?\*

* Yes
* No

Has IRB reviewed and approved this research project?\*

You are required to attach an IRB determination letter as part of this application. Applicants that have not received IRB approval to conduct their research project will not be considered for this funding opportunity.

* Yes
* No

**Budget Request**

Allowable expenses include:

* Salary support for UTHealth Houston School of Public Health personnel
* Small equipment essential to the project (totaling less than $5,000)
* Supplies essential to the project
* Other expenses as typically acceptable in most federal grants

Unallowable expenses include:

* Consultants and sub-contracts
* Travel
* Food and beverage
* Indirect costs

Select all that apply\*

* Personnel Costs
* Equipment Costs
* Supply Costs
* Other Expenses

You may list up to 5 expenses under each category. Additional fields will appear after filling in the previous one.

**Personnel Costs:**

Include the full name, project role, percent full-time equivalent (FTE), and requested salary amount for any UTHealth Houston School of Public Health personnel that will be supported through this funding opportunity.

1. Full Name
2. Project Role

1. Percent Full-Time Equivalent (FTE)

1. Requested Salary Amount

1. Full Name
2. Project Role

1. Percent Full-Time Equivalent (FTE)

1. Requested Salary Amount

1. Full Name
2. Project Role

1. Percent Full-Time Equivalent (FTE)

1. Requested Salary Amount

1. Full Name
2. Project Role

1. Percent Full-Time Equivalent (FTE)

1. Requested Salary Amount

1. Full Name
2. Project Role

1. Percent Full-Time Equivalent (FTE)

1. Requested Salary Amount

**Total Personnel Costs**

**Equipment Costs:**

Identify the item and cost of any equipment that you are requesting for this project

1. Item
2. Cost
3. Item
4. Cost
5. Item
6. Cost
7. Item
8. Cost
9. Item
10. Cost

**Total Equipment Costs**

**Supply Costs:**

Identify the item and cost of any supplies that you are requesting for this project.

1. Item
2. Cost
3. Item
4. Cost
5. Item
6. Cost
7. Item
8. Cost
9. Item
10. Cost

**Total Supply Costs**

**Other Expenses:**

Identify any other expenses you are requesting for this project. Please note the unallowable expenses listed above.

1. Item
2. Cost
3. Item
4. Cost
5. Item
6. Cost
7. Item
8. Cost
9. Item
10. Cost

**Total of Other Expenses**

**TOTAL FUNDS REQUESTED**\*

**Budget Justification**

Provide a justification for each category of funds requested.

Personnel Costs [max. 250 words]\*

Equipment Costs [max. 250 words]\*

Supply Costs [max. 250 words]\*

Other Expenses [max. 250 words]\*

**Project Summary**

Background - Provide a brief background of the project. It should reference the burden and need for the research. [max. 250 words]\*

Project Objectives and Aims - Concisely state the overall objectives and specific aims of the project, including any intermediate and/or final outcomes that may result from the research. [max. 250 words]\*

Research Design and Methods - Briefly describe the research design and methods for achieving the stated objectives and aims of the project. [max. 250 words]\*

Anticipated Benefit of Funding - Briefly describe how this funding is anticipated to enhance the impact of your research on worker health and well-being. [max. 250 words]\*

**Required Attachments**

You must submit the following documents:\*

• Curriculum vitae (CV)

• IRB determination letter

• Reference list for the project summary section

You may also submit up to 2 additional attachments that are no longer than 5 pages each to supplement your application.