

2009 REQUEST FOR PROPOSALS

Introduction

The Society of Family Planning (SFP) was founded in 2004 to bring together professionals committed to the scientific study of family planning, focusing in the areas of contraception and abortion. The activities of the organization are conducted for scientific purposes, for the advancement and promulgation of knowledge regarding family planning, and for the facilitation of personal relationships among scientific investigators of family planning and related topics. SFP is one of the few organizations in the United States that provides

research grants for interdisciplinary research in the biological, medical, epidemiological, behavioral and social sciences related to family planning.

Go to www.societyfp.org/research/default.asp to apply. Application submission opens February 1, 2009 and closes at 11:59 pm PST, Tuesday, April 7, 2009. No late materials or changes to your application will be allowed after the cut-off date.

Grant program

SFP is pleased to announce its third competitive grant funding cycle. For 2009, we have approximately \$60,000 available for small investigator-initiated grants, \$890,000 available for large investigator-initiated grants, and an additional \$200,000 earmarked for social science grants. SFP's grant program is intended to generate knowledge in the field of family planning through scientific research and strengthen family planning policies, services and programs. Proposals are requested that cover a

wide range of research areas—from improvements in underlying conceptual or biomedical knowledge that advance fundamental understanding in the field of family planning, to knowledge of improved programs or policies that will provide family planning more safely, effectively, efficiently, and to wider groups of people in need. The research program will also provide support for research that focuses on social and psychological dimensions of family planning services and programs.

High-priority research areas

The following areas encompass significant areas of research that are either historically understudied, with limited funding from other funding agencies, or are issues that demand urgent attention. If your topic is in a high-priority research area, you must include an explanation of how it is responsive to that area. Research proposals outside of these topical areas will be accepted and considered for funding.

- Post-abortion infection prevention
- Why women having an abortion still commonly choose poorly or moderately effective methods
- Factors associated with decision making between medical or surgical abortions
- Pregnancy ambivalence and/or indifference, and implications for reproductive health
- Intrauterine, Implantable and Injectable contraception
- Cervical preparation for second-trimester abortion
- Pain management in surgical abortion
- Post-abortion contraception
- Benefits/risks of feticide with D&E procedures
- Management of breakthrough bleeding in continuous hormonal contraception
- Multi-center tabulations of second-trimester abortion complications

Small research grants

The purpose of the small research grants is to provide start-up or supplemental funds to support the initial phase of a project, including solidifying collaborations, identifying research questions, negotiating roles and responsibilities, detailing the research plan and methods, and collecting pilot data. Such a study may be designed to determine the feasibility of conducting a larger and more expensive research project, test a new method or approach, or to collect data on a sample of subjects to document the practicality of a project.

Funds can be used for a variety of purposes: to hire a research assistant or statistical consultant; to acquire special data sets; meet unusual computer processing or

programming needs; or cover costs associated with the collection or processing of primary or secondary data; or for other similar purposes.

SFP prefers not to pay institutional indirect costs for this very modest award; if the institution is unwilling to waive such costs, they are limited to no more than 10% of the total direct costs. The total costs (direct and indirect) may not exceed \$15,000. These awards are designated for Society of Family Planning Junior Fellows.

■ **2009 available funds: \$60,000**

■ **Maximum duration: 12 months**

■ **Budget cap: \$15,000 per grant** (including direct and indirect costs)

Large research grants

These awards provide support for projects representing the investigator's specific interest and competencies.

The project must be original research relevant to the field of family planning and abortion. Research proposals responding to SFP's high priority research areas or those difficult to fund from other sources will be given priority. Indirect costs up to 20% of total direct

costs are allowed. The total costs (direct and indirect) may not exceed \$120,000.

■ **2009 available funds: \$890,000**

■ **Duration: 12 or 24 months**

■ **Budget cap: \$120,000 per grant** (including direct and indirect costs)

Review criteria

The goals of SFP-supported research are to advance the understanding of biological, medical, social and psychological factors influencing the safe and effective practice of family planning; and the establishment and expansion of family planning policies and services to additional groups in need. Expert reviewers evaluate the applications based on the following criteria:

- **Significance and potential for advancing science/knowledge in family planning:** Project's potential contribution to the body of knowledge in family planning and likelihood that research results will inform scientific concepts, methods.
- **Research approach/design:** The extent to which the research problem is well-specified and described. The strength and feasibility of the conceptual framework, research methods, and plan for analysis. Acknowledgment of potential problem areas. Sufficient detail to assess feasibility.
- **Innovativeness:** The extent to which the project employs novel concepts, approaches or methods, challenges existing paradigms or develops new paradigms, or

considers an existing problem from a new perspective.

- **Qualifications of investigator(s):** The demonstrated experience and training of the investigative team, as led by the Principal Investigator. If the Principal Investigator is a new investigator, the potential to conduct the proposed research, based on past training, will be evaluated.
- **Environment:** The extent to which the scientific environment contributes to the project's success. Organizational support for research and use of unique collaborative arrangements will be assessed.
- **Absence of other funders:** The likelihood that the proposal would not be funded by any other agency/organization.
- **Budget and timeline:** Reasonable and cost-effective budget with clear justifications and realistic timeline for completion. SFP will look more favorably on applications that use more of the budget on direct expenditures and less on indirect costs.
- **Responsiveness to SFP mission and research goals and priorities**

Instructions for proposal submission are provided on page 4.

Review procedure

Proposals will be assigned to an SFP expert review committee for evaluation of scientific and technical merit using the criteria named above. Each proposal is assigned a score based on a scale similar to that used by the National Institutes of Health. A review committee may also decide that an application is not sufficiently competitive and choose not to assign a score. Such an application will not be eligible for funding.

The assigned scores for applications are one factor in the decision-making process. Together with responsiveness and relevance to the program's mission, the score is used by the SFP Board of Directors to recommend funding for specific applications. Funding decisions will be announced in early July 2009.

Availability of funds

Approximately \$1.15 million is available in 2009 for approved grant applications.

Terms of awards

Funds may be used for expenses related to the conduct of the approved research project, including salaries and wages, equipment, consultants, publications, supplies, travel, fees related to participation of research subjects, and other necessary expenses.

An allowance for indirect costs, not to exceed 10% of direct costs for small grants and 20% of direct costs for large grants, may be requested.

Ethical considerations

For studies in humans, human biological materials, or animals, evidence must be provided that the proposed research has been approved by the local Institutional Review Board (IRB) or equivalent ethics committee. SFP will not transmit any funds until such approval has been given. The first three months of the project timeline must be allocated for IRB approval.

For questions regarding grant requirements, please contact: mpolonsky@societyfp.org

Eligibility

The principal investigator of any proposed large research project must be an SFP Fellow, Candidate Fellow, or Junior Fellow and a faculty or staff member of the applicant institution. Small grants are reserved for SFP Junior Fellows. Grants will be made to institutions on behalf of a named principal investigator, not to individuals. Eligible organizations employing SFP members include but are not limited to universities, independent non-profit agencies, community-based organizations, and hospitals. Investigator(s) must have principal investigator status at a non-profit institution with at least 10% of effort contributed to the proposed study.

Application Procedures

Applications must be submitted online. (See next page for instructions.) Application cover page will be available on February 1, 2009—the date that application submission opens—at www.societyfp.org/research/default.asp. Online submission closes on April 7, 2009 at 11:59 PM (PST).

To be considered for support, an applicant must be eligible and submit a complete application in accordance with established guidelines. Failure to comply with instructions may result in the return of the application without review. No late materials or changes to your application will be allowed after online submission ends.

Grant program schedule

- Online application submission will open on February 1, 2009. Go to www.societyfp.org/research/default.asp.
- Application deadline: April 7, 2009 at 11:59 PM (PST). No changes allowed after this time.
- Award decisions: July 1, 2009
- Earliest grant start-up: August 1, 2009

PROPOSAL INSTRUCTIONS. Grant proposals should include the following components:

- **Project abstract** (300 word limit). Provide a summary description of the proposed research. If the research is funded, the abstract may be used by SFP for informational purposes to describe its program activities. Therefore, do not include proprietary information.
- **Signature page** (see page 5). Return a hard copy of page via mail with original signatures. Address for mailing is on the form.
- **Proposal narrative** (7 pages). The research proposal narrative should not exceed a total of seven pages. Provide information for each category listed below. Amount of space allocated to each category may vary as needed.
 1. **Specific aims:** Hypothesis to be tested; long-term objectives of proposed study.
 2. **Previous research:** Review the previous significant and relevant research by the applicant as well as other investigators.
 3. **Rationale:** Justification or rationale for the proposed research within the context of present knowledge presented above. If applicable, justify the proposed study in terms of its demographic, social, or reproductive health impacts, and/or its policy, service or program relevance.
 4. **Relevance to SFP:** State the significance of the proposed research in relation to the specific research interests described in the Request for Proposals.
 5. **Research design and methods:** Describe the research design, control groups, sample size, procedures to be used, methods of data collection and analysis, and potential difficulties that may be encountered.
 6. **Links with other projects:** Indicate if the proposed project is linked in any way to other projects in progress.
 7. **Expected outcomes:** Indicate how the study results will be utilized, and by what means they will be disseminated. Describe how the results are expected to affect health care policies and practices in areas such as reproductive health, family planning, abortion, or population.
- **Budget with justifications** (2 pages). Categories may include personnel salary and benefits (document institutional benefit rate); consulting; supplies, equipment; clinical costs; travel; and any other specified expenditures. Indirect rate may not exceed 10% of direct costs on small grants and 20% of direct costs on large grants. Include a detailed budget narrative that specifically relates each item in the project budget to project activities. If are you seeking or have received other sources of funding for this project, please specify those sources by name, the amount being requested, and the status of the requests.
- **Timeline** (1 page). Proposed sequence or timetable for major project components. Indicate the start/ completion dates.
- **References with complete citations** (2 pages).
- **Biosketch for all key personnel** (4-page NIH style).
- **Appendices** that include description of methodology, survey instruments and tools will be accepted. However, please keep attachments to a minimum. Reviewers will be advised that reading this additional material is optional.
- **Nonprofit research organizations:** Attach a copy of the agency's federal 501(c)(3) status determination letter.
- **Type requirements:** Font must be at least 11 points, all margins at least 1 inch, and 1.5 spacing. Applications that do not adhere to these requirements will be disqualified.

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2009 REQUEST FOR PROPOSALS SIGNATURE PAGE

Principal Investigator's Statement

I understand and agree that if Society of Family Planning funds are awarded to this project, they are intended for project activities only and that upon completion of the study, SFP requires a final report, including an executive summary for a generalist audience. I also understand that I may present results in academic peer-reviewed journals

and other publications, and I will acknowledge SFP support. I will provide three copies of each publication to SFP. I will account for expenditures and submit an interim progress report, final report, and financial report as required by SFP. All unused funds will be returned to SFP. Failure to comply with these conditions may jeopardize funding.

Signature of Principal Investigator

Date

Signature of Contracts and Grants Officer

Date

**Send a hard copy of this form with original PI and Contracts and Grants
(or other authorized organizational official) signatures to:**

Society of Family Planning
255 South 17th Street
Suite 1102
Philadelphia, PA 19103

This form must be postmarked no later than April 7, 2009