**Environmental Infectious Diseases**

**The Fisher Center Impact Award (FCIA) Application Guidelines 2025**

Eligible All full-time Johns Hopkins University faculty

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Budget Up to $250,000.00

Number Available One project will be awarded; the entire award amount will be released in April 2025

Grant Period Up to three (3) years (Award Start: April 7 – April 30, 2025)

**Application Deadline Friday, December 20, 2024 at 11:59 PM**

Application <https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/> or via email request to Diane Lanham: dlanham1@jhmi.edu

Submit Via Email Submit application and supporting documents via email: fishercenter@jhmi.edu

Contact Email: fishercenter@jhmi.edu; or Fisher Center Manager, Diane Lanham: dlanham1@jhmi.edu

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**Grant Cycle Calendar**

Letter of Intent (LOI) Submission Deadline Friday, November 29, 2024, at 11:59 PM

Application Submission Deadline Friday, December 20, 2024, 11:59 PM

Anticipated Award Notification On or before Friday, March 7, 2025

Award Start Monday, April 7– April30, 2025 (all awards will be released on or before April 30, 2025)

**Dissemination Plan**

* University-wide web and email announcements will be sent at least once.
* The timeline, as published, may be modified in response to unforeseen circumstances. Any alterations to the timeline, program, and Request for Application (RFA) will be broadcast through University-wide web and email announcements.
* All application documents must be received by 11:59 PM on Friday, December 20, 2024.
* Applicants will be notified of acceptance or denial of the grant request on or before Friday, March 7, 2025.

**PLEASE READ:**

Successful Fisher Center Discovery Awards must focus on clinical or translational research within at least one of three areas:

 **Environmental infectious diseases**

 **Antimicrobial resistance (AMR)**

 **Post-infectious conditions**

Basic laboratory research proposals will not be reviewed.

**Program Goals for 2025**

The Fisher Center Impact Award (FCIA) is designed to accomplish the following goals with an emphasis on illness that has a substantial effect on health in North America:

* To promote research by providing funds to support projects focused on clinical or translational research in one or more of THREE topic areas:

 1. *Environmental infectious diseases (ID)*. Environmental ID includes disease-causing agents found in ecological environments such as air, soil, and water, in addition to vector-borne or zoonotic diseases, and those found in built environments (home, hospital, and community) capable of causing human illness.

 2. *Antimicrobial resistance*

 3. *Post-infectious conditions* (examples include long COVID, persistent symptoms after Lyme disease treatment)

* To provide expertise, resources, and mentorship opportunities for pilot or clinical studies with a relative lack of traditional funding mechanisms.
* Research aims should focus on potential improvements in understanding human illness, patient outcomes, or public health within North America. International projects may be considered only if relevant to North American healthcare and cannot be readily performed domestically.
* To promote novel, cross-disciplinary collaborative clinical research among schools at Johns Hopkins University and potentially other non-Johns Hopkins University research partners.
* To facilitate the careers of early career researchers by providing funds for projects joined with more senior investigator(s) capable of providing hands-on training and mentoring in the science of clinical investigation.

**Eligibility**

* All full-time faculty members of Johns Hopkins University are eligible to apply.
* The grant is offered university-wide.  We encourage cross-discipline and cross-school collaborative research.  Any full-time faculty person from Johns Hopkins University (JHU), including the schools of Medicine, Public Health, Nursing, Engineering, Business, Arts/Sciences, and Applied Physics Lab, may apply as the proposal applicant.
* Only Johns Hopkins University faculty members with terminal degrees (MD, DO, PhD, PharmD, DVM, or equivalent) may serve as Principal Investigator (PI). Faculty appointments must be in place and cannot be pending at the time of application.
* A faculty member may submit only one FCIA application per grant cycle as the PI; however, a faculty member may be a co-investigator on a different application within the same grant cycle.
* Hopkins-affiliated postdoctoral fellows, house staff, medical school students, PhD students, graduate students, and undergraduate students may be included as research team members on FCIA proposals; however, they may not be the applicant or PI.
* Johns Hopkins University School of Medicine (JHU SOM) enrolled candidates for the MD degree are encouraged to be included as research team members. Matriculated candidates for the MD degree may not serve as the FCIA applicant or PI.
* Current and previous awards and grants to the PI, such as NIH grants, do not impact FCIA award eligibility.
* If an FCIA grant is awarded, additional awards obtained after the distribution of FCIA funds will not impact FCIA funds.

**Regulatory Requirements**

* + All FCIA projects involving human participants must be approved by a Johns Hopkins Institutional Review Board (IRB). Such projects will be carried out using the guidelines and policies developed by the [Johns Hopkins Office of Human Subjects Research Compliance Team.](https://www.hopkinsmedicine.org/institutional_review_board/guidelines_policies/)
	+ All FCIA projects involving animals must be approved by the [Johns Hopkins University Institutional Animal Care and Use Committee](http://web.jhu.edu/animalcare) (IACUC). Such projects will be carried out using the guidelines and policies developed by the IACUC.
	+ While advance approval by the IRB and/or IACUC is not a prerequisite for submitting an FCIA application, investigators should be aware of the impact of these and other necessary administrative or regulatory reviews on the project timeline and feasibility. If the project does not meet IRB and/or IACUC approval, FCIA funding will be terminated and funds forfeited.
	+ If the proposal is a clinical trial after the FCIA approval has been announced and the project has received IRB approval, the research must be promptly registered at [*clinicaltrials.gov*](https://clinicaltrials.gov/).
	+ Compliance with all federal, state, local and JH regulatory requirements is the responsibility of the PI.

**Conflict of Interest**

* At the time of application, before FCIA funds are awarded, and throughout the project period, it is the responsibility of the PI and all members of the research team to report any financial or fiduciary interest that might appear to present a conflict of interest, to the Fisher Center Research Manager, Diane Lanham: dlanham1@jhmi.edu and the [University Office of Policy Coordination](https://www.hopkinsmedicine.org/research/resources/offices-policies/OPC/), using the JHU disclosure system.
* A conflict of interest does not disqualify investigators from receiving this award but will require the Committee on Outside Interests' review and management of this conflict.
* The failure of any research team member to disclose all outside interests could result in the termination of the FCIA funds and the disallowance of all study costs.

**Project Topics**

* Proposals must be related to environmental infectious diseases, AMR, or post-infectious conditions.
* Projects covering more than one FCiA topic of interest will be reviewed more favorably.
* FCIA resources will be concentrated on generating clinical or translational research findings that may benefit the topic areas in the near term to benefit related aspects of healthcare in North America.
* Laboratory research will be considered if part of a translational or clinical research project.
* If the applicant is uncertain whether the proposal's focus meets these criteria, they are encouraged to submit an [*FCIA Letter of Intent (LOI)*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *2025* for review/approval by the Fisher Center Director before submitting the complete award application.

**Research Area Concentrations**

1. **Environmental Infectious Diseases**

Emphasis will be placed on understudied and/or traditionally under-funded infectious diseases caused by environmentally-based pathogens affecting populations in North America. Examples include *Lyme disease, West Nile virus, Vibrio*,S*salmonella, Legionella, atypical mycobacteria, Nocardia, histoplasmosis*, and *toxoplasmosis*. Project proposals regarding already well-funded areas (e.g., malaria) and/or not fitting within the theme of environmental infectious diseases (e.g., TB, HIV) will not be considered for awards; other examples of predominantly human-human spread disease that will not be funded include HIV, Hepatitis B or C, influenza, and measles. Laboratory-based research will only be considered part of a translational or clinical research project.

* Projects may cover a wide range of topics relevant to environmental infectious diseases, including but not limited to these representative topics:

Clinical and Translational Research

* Improving the prevention, diagnosis or treatment of environmental infectious diseases
* Development or evaluation of diagnostic tests or procedures related to environmental infectious diseases
* Characterization of long-term outcomes of environmental infectious diseases
* Comparative effectiveness research
* Modes of environmental infectious disease transmission, including fomites, aerosols, and ventilation
* Use and impact of healthcare informatics or “big data” in environmental infectious disease research
* Impact of ecological and environmental changes on health and disease as it relates to environmental infectious disease

Education

* Effectiveness of training program development for clinicians concerning the diagnosis and treatment of environmental infectious diseases
* Evaluation of community education materials and modes of communication, including print, web-based, and social media, regarding environmental infectious diseases

Animal Research

* Animal modeling of environmental infectious diseases affecting humans
* Animal-to-human transmission of environmental infectious diseases

Business and Healthcare Management

* The economic impact of environmental infectious diseases
* Impact of health care reform on the diagnosis and treatment of environmental infectious diseases
1. **Antimicrobial Resistance (AMR)**

Successful projects will target innovative scientific investigations focused on combating microbial threats amplified by problematic resistance, including bacteria, viruses, and fungi, that pose significant challenges to public health. Approaches to AMR may include clinical or translational studies of resistance mechanisms, epidemiology and surveillance, diagnostics, therapeutics, antimicrobial stewardship, One Health approaches, drug discovery, and patient outcomes. Proposals should focus on AMR which impacts health in North America.

1. **Post-Infectious Conditions**

Successful projects may include clinical or translational studies that seek to understand mechanisms, diagnosis or therapeutics in well-described post-infectious conditions (e.g., SARS-CoV-2, infectious mononucleosis, Lyme disease).

**General Comments for Proposals:**

* Recognizing diversity in thought and experience strengthens the research team, and collaborative research within the Johns Hopkins University community is strongly encouraged. Novel collaborations with non-traditional partners in the Krieger School of Arts and Sciences, Whiting School of Engineering, Carey Business School, School of Education, Applied Physics Lab, School of Nursing, Bloomberg School of Public Health, and School of Medicine are favorably viewed.
* Both domestic and international projects may be submitted. ; however, projects should have clear links that may advance North American-based health issues or directly benefit North American healthcare.
	+ International or global health-oriented projects may be favorably viewed if they cannot be carried out domestically and potentially impact healthcare within North America. Sound science and its relationship to clinical care remain important determinants for funding.
* Projects with the potential for a broad impact will be more positively reviewed.
* Projects emphasizing the development or use of low-cost diagnostics will be more favorably reviewed.
* Mentoring provided by seasoned investigators may be valuable in helping trainees and junior faculty with career facilitation.

**During the grant period, any significant deviations from the study plan approved as part of the FCIA Application must be reported to and approved by the Fisher Center Director before implementation.**

**Monetary Support**

* **Requests must be no more than $250,000.** Requests exceeding $250,000 will not be reviewed. Requests budgeted lower than the $250,000 ceiling that appear feasible to support research may score more favorably.
* The FCIA application package must include a realistic budget proportionate to the project's scope. The budget must be submitted using the [*FCIA Budget*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *Template 2025*.
* FCIA funds may be used only to support research conducted primarily at Johns Hopkins institutions. Subcontracts with outside institutions or facilities are permitted but should not exceed 50% of the requested FCIA budget([*FCIA Budget*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *Template 2025)***.**
* Salary support for early-career investigators may be incorporated into the FCIA budget ([*FCIA Budget*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *Template 2025)*. The FCIA will allow for salary support funding for faculty at all levels (i.e., from student to professor).
* FCIA funds may be used for staff salary or student stipends. If salary support is requested for an individual, that individual must be listed as a research team member on the [*FCIA Application*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *2025*.
* FCIA funds may not be used for tuition costs of undergraduate or graduate student study team members.
* FCIA funds may not be used for health insurance costs of undergraduate or graduate student applicants or study team members. Health insurance costs are only covered when they are part of fringe benefits.
* **Total salary support should not exceed 70% of the total requested FCIA budget** ([*FCIA Budget*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *Template 2025)* unless there is strong justification for additional salary support. Justification for exceeding the 70% cap must be submitted as a written letter (i.e., *Budget Justification Letter*) and included with the application package.
* FCIA funds may be used for travel only, which is essential to the conduct of the research study. FCIA funds may not be used for travel to established meetings or conferences.
* FCIA funds may be used for supplies, equipment, and laboratory services to develop an assay, diagnostic test, or device ([*FCIA Budget*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *Template 2025)***.** There is no budget cap for supplies, equipment and laboratory services as long as the total amount requested does not exceed $250,000.
* During the grant period, any deviation from the allocation of FCIA funds approved as part of the initial FCIA application budget ([*FCIA Budget*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *Template 2025)* ***must*** be reported to and approved by the Fisher Center Director prior to implementation
* Funds will be released to the PI as a Johns Hopkins University internal order number or cost center number. All funds must be released on or before April 30, 2025.
* FCIA funding will be for three years, with the award start date between April 7 and April 30, 2025
* At the end of the grant period or at the time of early termination, all unspent FCIA funds ***must*** be returned to the Fisher Center for Environmental Infectious Diseases. Any remaining funds cannot be used for other purposes or projects within the PI’s home department/division at Johns Hopkins.
* If a study PI is no longer employed by Johns Hopkins during the grant period, either a new PI (a full-time faculty member of JH) must be appointed, with review and approval by the Fisher Center Director, or the study must be terminated early. All unspent funds will be returned to the Fisher Center for Environmental Infectious Disease. A PI may not take any remaining funds to their new place of employment, nor can any remaining funds be used for other purposes or projects within the PI’s previous home department/division at Johns Hopkins.

**No Cost Extension (NCE)**

* NCEs will generally not be granted and will only be considered under extenuating circumstances; hence, applicants should plan to complete the research project within a maximum of 36 months from the start date.
* In the event of an extenuating circumstance, a grant extension request must be submitted 12 weeks before the end of the 36-month project period using the *FCIA Award Extension Request* form, which can be requested via email, fishercenter@jhmi.edu or from Diane Lanham at dlanham1@jhmi.edu.

**How to Apply**

* For the [*FCIA Application 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) and documents, go to the Fisher Center’s [website](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) at <https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/> The application and supporting documents may also be requested via email from the Fisher Center Research Manager, Diane Lanham: dlanham1@jhmi.edu
* Applicants are strongly advised to review the document [*FCIA Frequently Asked Questions (FAQ) 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)before completing the [*FCIA Application 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) and supporting documents.
	+ Completion and submission of [*FCIA* *Letter of Intent*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *(LOI) 2025*  is encouraged but not required.
* Download and complete the [*FCIA Application 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) as directed.
* Download and complete the [*FCIA Budget*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *Template 2025* as directed.
* Create and/or compile all supporting documents. Explanations for using these documents may be found in the *Application Documents* section (pages 7-10 of this document).
* For formatting requirements, refer to the *Documents Presentation and Formatting* section (pages 10-11 of this document).
* Send the completed [*FCIA Application 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/), the research protocol, completed [*FCIA Budget*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *Template 2025*, letters of support (as needed), biosketch (or CV, résumé) and other required documents as **separate files,** but attached to a single email to fishercenter@jhmi.edu before December 20, 2024, 11:59 PM.
	+ If the documents exceed the email file size, send the remaining documents in a second email, indicating in the first email that the remaining documents will be sent separately.
* Any questions or concerns regarding application documents or submission requirements may be directed to Diane Lanham at dlanham1@jhmi.edu.
* **NOTE: The applicant or PI cannot change application documents once submitted.**
* Non-electronic submissions will not be accepted.

**Application Documents**

**To maintain the integrity and formatting of each document, complete and save documents as individual files.** Do not combine multiple documents, such as the protocol, biosketch (or CV, résumé), and letters of support into one large file. *Combined documents will be returned to the applicant.*

**Letter of Intent (LOI) (optional)**

* **Submitting an LOI is not required,** but it is encouraged if the applicant is uncertain whether the proposed research fits within the FCIA program.
* The [*FCIA* *Letter of Intent*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *(LOI) 2025*  informs the Fisher Center Scientific Advisory Board that you plan to respond to a request for application (RFA) and acts as a preliminary review tool for the FCIA.
* The [*FCIA Letter of Intent (LOI)* *2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) is a PDF fillable form. It may be found on our website and/or requested via email to Fisher Center Research Manager Diane Lanham at dlanham1@jhmi.edu
	+ Please note: Some users have reported issues using a Mac/Apple computer to complete the PDF fillable form. Please get in touch with Diane Lanham at dlanham1@jhmi.edu if you have technical difficulties
* All LOIs must be submitted on the [*FCIA* *Letter of Intent*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) *(LOI) 2025* form*.*
* Email the completed [*FCIA Letter of Intent (LOI)* *2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/), the applicant biosketch (or CV, résumé), and the Principal Investigator biosketch (if different from the applicant) as **separate files** but attached to a single email to fishercenter@jhmi.edu.
* Email Diane Lanham at dlanham1@jhmi.edu with any questions or submission issues.
* The [*FCIA Letter of Intent (LOI)* *2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) submission deadline is Friday, November 29, 2024, at 11:59 PM.
* The Fisher Center Director will provide feedback for all submitted *[FCIA Letter of Intent (LOI)](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)**[2025](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)*.

**Application Form(REQUIRED for all submissions)**

* The [*FCIA Application* *2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)is a PDF fillable form. It may be found on our website and/or requested via email to Fisher Center Research Manager Diane Lanham at dlanham1@jhmi.edu
	+ Please note: Some users have reported issues using a Mac/Apple computer to complete the PDF fillable form. Please contact Diane Lanham at dlanham1@jhmi.edu if you have difficulties using the online PDF fillable form.
* Completion of the [*FCIA Application* *2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)*,* in its entirety, is required for all proposals.
* On [*FCIA Application* *2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/), please indicate a single preferred start date between April 7, 2025, and April 30, 2025
* [*FCIA Application* *2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)MUST include a list of all co-investigators on the research team known at the time of application. Listing your collaborators will help the reviewers determine if you have a team on board that has the knowledge and experience to complete the research as stated. In addition, when assigning reviewers, we want to avoid a conflict of interest between the reviewer, the applicant and the PI.
* **In addition,** **if you request salary support for an individual on** [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)**, that individual must be listed as a research team member on** [*FCIA Application* *2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/). This requirement includes study team members such as research nurses, study coordinators, lab personnel, technicians, etc. If the specific individual is unknown, please list the research team role on the application [example, *Research Coordinator, TBD*].
* FCIA salary support is allowed for individuals on the research team at all levels (i.e., student through Professor).
* Submit completed *FCIA Application* *2025* with all other required documents as **separate files** but attached to a single email to fishercenter@jhmi.edu.

**Research Protocol (REQUIRED for all submissions)**

* The Protocol is in addition to the *[FCIA Application](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)**[2025](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)*. One cannot substitute for the other. Both a [*FCIA Application* *2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) and a research protocol are required.
* Submission of a research protocol is required. **If a protocol is not submitted, the proposal will not be reviewed.** The following sections must be included in the protocol:
* Abstract (250 words maximum suggested length)
* Introduction and Background (2-page maximum suggested length)
* Specific Objectives (2-page maximum suggested length)
* Procedures and Methods (3 pages maximum suggested length)
* Timeline of study activities (1-page maximum suggested length)
* Benefits or significance of the research (2-page maximum suggested length)
* A list of citations that support the research protocol must be included as part of the protocol.
* **Please number the pages in the protocol document**.
* The submission date, principal investigator name, and project title should be in the header in the top right-hand corner of each protocol page.
* Create and save the protocol as a Microsoft Word or PDF document.
* Submit the protocol with all other required documents as **separate files** but attached to a single email to fishercenter@jhmi.edu

**Biosketch, Curriculum Vitae, or Résumé (REQUIRED for all submissions)**

* The submitted application package must include a current biosketch, curriculum vitae (CV), or résumé for the PI, co-investigators and all persons listed on the study team in [*FCIA Application* *2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/).
* If salary support is requested for an individual on [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/), you must provide their biosketch, CV, or résumé. This requirement includes research nurses, study coordinators, lab personnel, technicians, etc.
* An [NIH-style biosketch](https://grants.nih.gov/grants/forms/biosketch.htm) is preferred for all personnel, but curriculum vitae (CV) or résumé are accepted.
* **Please number the pages in each document**.
* Each biosketch, CV or résumé must be saved as a separate Microsoft Word or PDF document. **Do not combine multiple biosketches, CVs, or résumés into a single file. Combined documents will be returned to the applicant.**
* Submit all individual biosketches, CVs and resumes with all other required documents as **separate files** but attached to a single email to fishercenter@jhmi.edu

**Letters of Support (optional but encouraged)**

* Letters of Support inform the Fisher Center Scientific Advisory Board of the FCIA Applicant’s collaborators’ support and proposal approval. Letters of support relevant to the project are strongly encouraged from collaborators and research partners within and outside the University.
* Limit letters of support to 1-2 pages.
* Each Letter of Support must be saved as a separate Microsoft Word or PDF document. **Do not combine multiple letters of support into a single file. Combined documents will be returned to the applicant.**
* Submit all individual Letters of Support with all other required documents as **separate files** but attached to a single email to fishercenter@jhmi.edu

**Budget (REQUIRED for all submissions)**

* Please review the *Monetary Support* section (page 6 of this document) before completing the [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/). Total funding requests are limited to $250,000.
* All proposals must be accompanied by a completed [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/). Remember to include the *Project Title, PI, and Submission Date* at the top of the template.
* Specific line items are to be listed on the proposed budget to gauge whether they correspond to the project protocol and whether the costs are reasonable**.**
* On the [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/), do not delete rows or categories. Additional rows may be added within existing categories. Do not add new categories.
* The budget must include costs related to personnel, patient care, animal care, laboratory, travel, and other study-related expenses. If funds are not requested for a particular category, enter a zero in the total column.
	+ On the [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/), under the *Personnel section*, only those persons are listed as slated to receive salary support from the FCIA funding. If a person is on the research team but will not receive salary support, then do not list that person on the [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/).
		- FCIA salary support is allowed for individuals on the research team at all levels (i.e., student through Professor).
		- If salary support is requested for an individual, that individual must be listed as a research team member on the [*FCIA Application* *2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/).
		- List the person's name and role on the research team; if unknown at the time of application, TBD (to be determined) is acceptable [example, *Research Coordinator, TBD*].
	+ On the [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/), *Direct Patient Care* *and Remuneration* are defined as direct patient or study participant care and participant remuneration items. Please **provide specifics** regarding costing allocations. For example, Blood collection kit (10 at $10/kit). In the total column, enter $100.
	+ On the [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/), *Animal Care* is defined as items related to the purchase and care of animals. Please **provide specifics** regarding costing allocations. For example, care of mice ($0.64 per cage/day x 15 cages x 10 days). In the total column, enter $96.
	+ On the [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/), *Laboratory Supplies, Equipment, and Services* are defined as items necessary to complete the research but unrelated to direct patient care, such as lab supplies and testing.

Please **provide specifics** regarding costing allocations. For example, Pipettes (4 boxes, $20/box). In the total column, enter $80; 30 ml 2% EDTA solution (2 bottles, $80/bottle), $160 total; PCR testing (50 tests, $100/test), $5000 total.

* + For the [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)*, Travel* is defined as travel expenses related to the conduct of the research. **Funds may not be used for travel to established meetings or conferences.** Please **provide specifics** regarding costing allocations. For example, an airline round trip to California to collect samples (1 RT flight at $300.00), $300.00 in total.
	+ For the [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/), *Other Expenses* are defined as expenses that do not fit into the other categories. Applicants are encouraged to include publication fees, IRB fees, biostatistical consultation, and data analysis fees in their budgets under *Other Expenses*. Applicants are encouraged to consider and include costs related to patent application fees (if applicable) and ICTR Research staff support or resource fees (if applicable). Please **provide specifics** regarding costing allocations. Example: Dell Laptop Computer will record study results in the field (1 at $1500.00), $1500.00 total.
* Applicants are strongly encouraged to direct budget questions to the Fisher Center Research Manager, Diane Lanham (dlanham1@jhmi.edu), before applying.
* Complete [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) as a Microsoft Excel document. **Do not save the budget as a PDF document.**
* Submit completed [*FCIA Budget Template 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)with all other required documents as **separate files,** but attached to a single email to fishercenter@jhmi.edu
* During the grant period, any significant deviations to the submitted and approved *FCIA Budget Template 2025****must*** be reported to the Fisher Center Research Manager (dlanham1@jhmi.edu) and approved by the Fisher Center Director.

**Documents Presentation and Formatting**

**Software**

* All application documents must be submitted using their original software format (i.e., Microsoft Excel for the budget, Microsoft Word or PDF for all other documents). Handwritten applications will not be accepted.

**Language**

* All application documents must be submitted in standard American English
* If terms are not universally known, spell out the term the first time it is used and note the appropriate abbreviation in parentheses. The abbreviation may be used after that.

**Font**

* Arial or Calibri, 11-12 points, black type.
* A symbol font may be used to insert Greek letters or special characters
* Type density, including characters and spaces, must be no more than 15 characters per inch
* Type may be no more than six lines per inch
* Shadings or colors may not be used in text portions of the *[FCIA Application 2025](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/)*

**Paper Size and Page Layout**

* Use standard-size (8.5“ X 11“) sheets of paper
* Use 1-inch margins on all sides (top, bottom, left, and right) for all pages
* Standard, single-column format for the text
* Single-sided and single-spaced
* Number consecutive throughout the application documents in the footer, centered on each page. Do not use suffixes (e.g., 1a, 1b)
* Do not include unnumbered pages
* Do not include additional blank pages

**Figures, Graphs, Diagrams, Charts, Tables, Figure Legends, and Footnotes/Endnotes**

* A smaller type size is acceptable, but it must be in black ink, be readily legible, and follow the font typeface requirement. Illegible documents will be returned to the applicant.
* Footnotes or endnotes are to be consecutively numbered.

**Photographs and Images**

* All photographs, graphs and other materials must be embedded directly within the [*FCIA Application 2025*](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/).
* Images may be included if they are critical to the application's content.

**Post-Submission of Application Materials**

* Additional application materials will only be accepted after application submission if they result from unforeseen administrative or technical issues or if the Fisher Center Research Manager or Scientific Advisory Board requests revisions or clarification.
* Acceptable post-submission materials may include, but not be limited to:
* Revised budget due to new funding or proposed changes to the allocation of funding
* Biosketch (CV or resume), Letters of support or collaboration resulting from a change in personnel
* Adjustments to study budget and/or research protocol resulting from natural disasters
* News of an article accepted for publication
* Specific documents requested by the Fisher Center Advisory Board or the Fisher Center Research Manager

**Review Process**

* Only complete application packages received by the deadline will be reviewed. The application deadline is Friday, December 20, 2024.
* Upon receipt, each FCIA application will be assigned an application number. This number will be used in all future FCIA communication with the applicant/PI, and will also serve as the grant number should the proposal be funded.
* The review process is as follows:
	+ The Fisher Center Research Manager will review the submitted FCIA application package for completeness and compliance with the abovementioned grant process. Document errors will be referred back to the applicant for correction.
	+ FCIA application materials will be assigned and distributed to individual Fisher Center Scientific Advisory Board Faculty reviewers (primary and secondary reviewers) with expertise in a field similar to the proposed research topic.
	+ The Fisher Center Scientific Advisory Board is comprised of JHU senior faculty members who will review and score FCIA applications on a 1-5 scale (1 Exceptional…5 Poor) in five areas:
		- Relevance to FCIA stated goals of research: environmental infectious disease, AMR or post-infectious conditions
		- Scientific impact, novelty, and merit in the experimental design
		- Feasibility of project completion within 36 months
		- Collaboration between investigators and JHU schools
		- Potential for development of research and/or clinical leadership
	+ Reviewers will submit written feedback regarding the FCIA applications to the Fisher Center Research Manager. The Fisher Center Research Manager will compile comments and preliminary scores for each application.
	+ The Fisher Center Advisory Board members will convene to discuss all FCIA applications, assign a final score to each application, and discuss funding awards.
* The Fisher Center Director will finalize the FCIA, including funding. All FCIA funding decisions are final.
* An additional review will not be permitted.
* FCIA applicants will be notified in writing of acceptance or rejection of the grant proposal on or before March 7, 2025. Written feedback will be provided to all applicants regardless of funding decision.
* Revisions after a rejection will not be permitted.
* The PI and a representative of the FCDP will sign a written agreement outlining the terms of the award. The start and end date of the 36-month funding period will be included in the FCIA written agreement. The awards will start between April 7, 2025, and April 30, 2025.
	+ Previously awarded FCDP/FCIA PIs may apply for a new FCIA or FCDA for a significantly revised or different research project after the end date of the original research project.
	+ Re-submission of denied grants is discouraged except by invitation from the Fisher Center Advisory Board. Applicants with rejected proposals are encouraged to utilize Fisher Center Scientific Advisory Board feedback. Unsuccessful applicants may apply for FCDP awards (FCDA or FCIA) in consecutive/future rounds with substantially different or revised proposals.

**Feedback**

* As part of the mentoring objective, the Fisher Center considers feedback to applicants after peer review essential.
* All applicants will receive written feedback via the *FCIA Review Summary Statement.*
* The FCIA Review Summary Statement will indicate numeric designations' meaning.
* Denied applicants may meet with the Fisher Center Director to discuss the application review outcome and obtain guidance for future applications.

**Post Award Requirements**

* **Any substantive changes to the original approved FCIA research plan or budget *must* be discussed with the Fisher Center and submitted in writing. Failure to do so will result in the termination of the project and forfeiture of the remaining funds.** Protocol changes must be submitted to the responsible Johns Hopkins University regulatory body.
* The Fisher Center may suggest revisions to the application, protocol, research plan, budget, IRB application, or other pre- or post-award study documents.

**Oral Presentations**

* The forum for FCIA oral presentations is the Fisher Center Research and Clinical Research Topics Meetings, typically held each month on the first and third Tuesday (though meetings on the 2nd, 4th or 5th Tuesday may be scheduled upon request). Fisher Center staff will contact the PI and applicant to coordinate scheduling and discuss details.
* Oral presentations may occur virtually or in a hybrid format (in-person at PCTB Fisher Center Conference room 212) and involve ~45-50 minute PowerPoint presentation with ~10 min for Q&A. Shorter presentations are permitted.
* Attendance at Fisher Center Research and Clinical Research Topics Meetings is open to faculty, fellows and staff of any department or division at Johns Hopkins as well as special guests invited by the Fisher Center Research Manager/Director (ex. donors, donor staff, members of outside organizations such as MDH)
* **Initial Presentation:** Within six months of the release of funds, FCIA-funded PIs or their designees will orally present a preliminary overview of the research project. The preliminary presentation allows for early project improvement feedback from more senior investigators.
	+ Failure to participate in the initial oral presentation as described above will result in termination of the project and forfeiture of remaining funds and/or may negatively impact future funding decisions.
* **Final Presentation:** Near completing the 36-month award, FCIA-funded PIs or their designees will orally present a comprehensive review of the research project.
	+ Failure to participate in the final oral presentations described above will result in termination of the project and forfeiture of remaining funds and/or may negatively impact future funding decisions.

**Written Reports**

* **Interim Reports:** As a multi-year award, two interim progress reports will be required. Within 12 months of the release of funds and again at 24-months, FCIA-funded PIs or their designees are required to submit a written progress report using the *FCIA 12-Month Interim Report* form and *FCIA 24-Month Interim Report* form, respectively. Each Interim Report must also include a SAP *Non-sponsored YTD Transactional Detail Report* comprising all revenues and expenditures, G/L breakdown, and all rows.
	+ The *FCIA Interim Report* template form will be emailed to the PI or their designee six weeks before the due date. **Failure of the PI to submit the FCIA Interim Report as specified will result in the termination of the project and forfeiture of remaining funds and/or may negatively impact future funding.**
	+ Requirements for submitting the SAP *Non-sponsored YTD Transactional Detail Report*, extrapolated into MS Excel, will be provided on the *FCIA Interim Report* template form. The SAP *Non-sponsored YTD Transactional Detail Report and the FCIA Interim Report must be submitted to the Fisher Center Research Manager.* **Failure of the PI to submit the FCIA Interim Report as specified will result in the termination of the project and forfeiture of remaining funds and/or may negatively impact future funding.**
* **Final Report:** Within 90 days after completing the 36-month award (i.e., study end date), FCIA-funded PIs or their designees must submit a written comprehensive review of the research project using the *FCIA Final Report* form. As part of the Final Report submission, PIs or their financial management designees must also include a SAP *Non-sponsored YTD Transactional Detail Report* covering all fiscal years from the fund release date through the final written report. The report includes all revenues and expenditures, G/L breakdown, and all rows.
	+ The *FCIA Final Report* template form will be emailed to the PI or their designee six weeks before the due date. **Failure of the PI to submit the FCIA Final Report as specified may negatively impact future funding.**
	+ Requirements for submission of the SAP *Non-sponsored YTD Transactional Detail Report*, extrapolated into MS Excel, will be provided on the *FCIA Final Report* template form. The SAP *Non-sponsored YTD Transactional Detail Report* must be submitted to the Fisher Center Research Manager along with the *FCIA Final Report.* **Failure to submit the Financial Report as specified may negatively impact future funding.**

**Annual Reports**

* + For seven years after the completion of the initial award, the FCIA-funded PI or their designee will be asked to submit a brief update of the project related to impact and subsequent related grants, awards, and publications using the *FCIA Annual Award Follow-Up* form.
	+ Information from all FCIA-funded projects is compiled into an annual report presented to the Fisher Center Discovery Program Advisory Board and donors to assess return on investment program goals and document post-FCIA funding awards and publication metrics. These metrics are used for donor funding decisions.
	+ **Failure to participate in submitting annual reports as described above may negatively impact future funding decisions.**

**Publication Requirements**

* Publication of FCIA-funded research is strongly encouraged.
* **All publications resulting from research using FCIA resources are required to cite the FCIA as a contributing source of support.** When publishing articles related to this research, the following language is highly recommended:

*This publication was made possible by support from the Sherrilyn and Ken Fisher Center for Environmental Infectious Diseases, Division of Infectious Diseases of the Johns Hopkins University School of Medicine. Its contents are solely the authors' responsibility and do not necessarily represent the official view of the Fisher Center or Johns Hopkins University School of Medicine.*

**Contact Information**

* The Fisher Center encourages applicants to communicate with our staff concerning our programs, resources, and granting process. We are here to help.
* **Contact Us**

The Sherrilyn and Ken Fisher Center for Environmental Infectious Diseases

Phone 443-287-4800 (ask for Diane Lanham, Research Manager)

Fax 410-502-7029

Email fishercenter@jhmi.edu or dlanham1@jhmi.edu (preferred contact method)

[Website](https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/) <https://hopkinsinfectiousdiseases.jhmi.edu/research/research-areas/environmental-id/fisher-center-discovery-program-grants/>