

**BERKELEY POPULATION CENTER**  
**CENTER ON THE ECONOMICS AND DEMOGRAPHY OF AGING**  
**Proposal for Pilot Grants**  
**Due November 1 and March 15**

You may use this form for your proposal. Once complete, email it to Michelle Poulin, Executive Director, Berkeley Population Center ([mpoulin@berkeley.edu](mailto:mpoulin@berkeley.edu)). Applicants may request that she review a draft prior to final submission. Proposals should be about 4 pages.

All research must fit within the NICHD Population Dynamics Branch promoted areas of research. Please see <https://www.nichd.nih.gov/about/org/der/branches/pdb> to ascertain that your work is aligned well. One criterion is this: if you were submitting a grant to NIH based on this pilot, would you work with one of the PDB program officers?

**1. Identifying Information**

Identify the lead investigator, collaborating investigators, and the departments or units they represent. Contact information must be included for all investigators.

**2. Title of Proposal**

**3. Short abstract** *We submit this to the NICHD. Include one paragraph (up to 150 words) of research question, hypotheses, data source, goal/benefit.*

**4. Brief Background**

Provide a brief background or rationale for the proposal and purpose of the project.

**5. Description of Activities**

Provide a description of the specific activities.

**6. Prospects for Extramural Funding**

Detail how the proposed activities will contribute to the development of a research proposal to outside sponsors, ideally NIA or NICHD R01, R21 or R03 funding, but other funders and projects are worthy. Be sure to identify prospective funders and how the proposed research topic fits with their priorities. Also include an expected date for submission.

**7. Timeline**

Describe the anticipated timeline to accomplish the goals of the proposal. Also, please indicate the timeline for the development and submission of grant proposals for external funding.

**8. Budget**

Provide a brief explanation of how the requested funds will be spent, based on the activities to be conducted. For example:

- Data acquisition or collection
- Summer salary for PI
- GSRs (Note: A GSR for one semester can easily be close to \$10k).

Successful proposals will have a detailed budget prepared with Campus Shared Services.

No funds may be spent abroad without special approval. However, funding is allowed for airfare to foreign countries, in accordance with the Fly America Act.

Does your project involve spending money to foreign entities (e.g. payments to local organizations)?

Yes \_\_\_ No \_\_\_

## 9. Human Subjects

Does this research involve human subjects?

No: provide short explanation for why exempt (e.g., uses administrative data only)

Yes [Please enclose a copy of one of the following]

CPHS Approval letter

CPHS Exemption letter

In review: Please comment on timing and/or status of review:

We cannot fund your project without a copy of the IRB letter in our files.

I have completed the CITI training and can submit a copy of the certificate.

Note: In our annual report to the NIH, we need to submit a planned enrollment table and a cumulative enrollment update for any human subjects research, which uses information from your approved CPHS protocol.

## 10. Clinical Trials

Is this a clinical study? The following questions should be used to determine whether a study meets the NIH clinical trial definition:

- Does the study involve human participants?
- Are the participants prospectively assigned to an intervention?
- Is the study designed to evaluate the effect of the intervention on the participants?
- Is the effect being evaluated a health-related biomedical or behavioral outcome?

If all the answers are “yes,” the study is a clinical trial.

If any answer is “no,” the study is not a clinical trial.

**The BPC can NOT fund clinical trials.**

Please check or initial here to confirm that this project is not a clinical trial: \_\_\_\_\_