

OBI MEMBER Funding Support Request

PROGRAM DESCRIPTION

Welcome to the Peter O'Donnell Jr. Brain Institute (OBI) Member Funding Support Request page. Faculty from any OBI department are able to submit requests for financial support from the OBI to support specific educational or community outreach initiatives that may otherwise not be funded through traditional department resources. Three types of support and guidelines for requests are listed below. **Activity funding** received through this program is intended to contribute to the mission and vision of the OBI.

ACTIVITY GUIDELINES

1. Major Symposia

The OBI will support up to two faculty-initiated symposia annually. These symposia will typically be 1 - 2 day events that reflect the breadth of the OBI mission. Accordingly, symposia should focus on a major disease or disease area, incorporating a range of speakers that speak to clinical features/diagnostics, current work relevant to the biological basis of the disease/area, and attempts to translate scientific findings into novel therapeutics. One of these symposia will be selected as the official OBI annual symposium and fully supported financially and organizationally. An additional Symposium will also be fully supported financially, but the faculty sponsor will be responsible for its organization (e.g., contacting speakers, arranging travel).

Symposia should include speakers that touch on biological basis of disease, clinical features/diagnostics, and current attempts to translate scientific findings into novel therapeutics. Symposia content should include national/international experts and should be relevant to multiple UTSW departments. Requests for symposia support will include a proposed budget as well as a short content plan which addresses the following:

- General background
- How the proposed symposia supports the mission of the OBI
- In broad terms, the objectives for the symposia
- List of experts who will be invited to speak at the symposia
- Description of resources needed for this symposia

2. Internal Education Support

The OBI is available to support Internal Educational activities/seminars for faculty, residents and trainees that are cross-disciplinary, typically involving two or more departments or Centers. In general, OBI support should not be requested to support single departmentally-focused activities. Requests for internal education support, including budget will need to address the following in the content plan:

- General background
- The educational objectives of the event
- The targeted trainee audience
- Interdisciplinary components of the program
- Mechanisms by which the effectiveness of the educational objectives will be assessed
- Description of resources needed for this program

3. Sponsorship support for community outreach/engagement

Community outreach/engagement is defined as sponsorships of strategically selected associations and community walks/rides. Also included in this category is support for community educational events. Requests for this support will need to include a proposed budget and will address the following in the content plan:

- General background
- The benefit to the OBI in sponsoring this initiative
- Impact of this outreach on the community

- The intended audience and expected level of participation/attendance
- Promotion efforts/strategies and how the OBI's sponsorship will be recognized
- Description of resources needed for this program

ELIGIBILITY

Must be full-time, tenured, tenure track, or non-tenure track faculty a time of application. A faculty member may submit more than one application.

AWARD INFORMATION

Applications must be sent in advance of the proposed activity. Please include a timeline of expected dates the funding will be expensed.

- **Estimated Number of Awards:** 2-3* per activity, subject to availability of funds
- **Maximum Total Funding Per Project:** Up to \$20,000 per event
- **Performance Period:** March 1, 2022 – August 31, 2022

PROGRAM TIMELINE

September 1, 2021	Request for Applications released
December 1, 2021	Applications due via email submission (by 5:00pm CST)
February 2022	Awards announced
March 1, 2022	Funds available to projects
August 31, 2022	Funding period ends
October 31, 2022	Event update due

APPLICATION SUBMISSION INSTRUCTIONS

Route applications through this online application. All questions may be sent to Mary-Colette Lybrand (Program Manager, O'Donnell Brain Institute) at Mary.Lybrand@utsouthwestern.edu. Upon application submission, a confirmation email will be sent in reply with any follow-up instructions or request for additional information.

APPLICATION COMPONENTS

1. Online OBI Funding Request Form
2. Content Plan (no page limit, please include details as noted in the *Activity Guidelines*)
3. Budget (Budgets may be submitted on the attached budget template. Budgets may be used, but not limited to, salaries and wages, materials and supplies, expenses for educational purposes, creative or scholarly activities, consultant/contracting fees, or domestic travel. Please note, more information per budget items may be requested upon review.)
4. Support from Chair or Department agreeing to the request (via email, letter, or other documentation as applicable)

Submit all applications online:

<https://forms.office.com/Pages/ResponsePage.aspx?id=IYZBnaxxMUy1ssGWyOw8iihcvw09fjIGvk48IS7iTVhUR EI0R0ExT0NRRVJJU1dYTjQxVVIWNUFLSS4u>