**RESEARCH PROJECTS IN DIVISION OF DIAGNOSTICS GENETICS & GENOMICS (DGG)**

**Application Guidelines and Review Policy**

**Mission**

To provide faculty in the division of Diagnostic Genetics & Genomics with support for high-quality research projects that will lead to peer-reviewed publications, provide opportunities to mentor trainees, and advance their academic career. Projects will be funded to a maximum of $20,000 per project with total program costs of no more than $150,000 annually.

**Application Format**

Project proposals should be brief (≤ 3 pages including budget, 1-inch margins, ≥ 12-point font) and should include the following sections:

* Background and Significance
* Specific Aims
* Preliminary Date – if appropriate
* Research Design and Methods
* Discussion – including a discussion of expected outcomes, potential pitfalls, alternative approaches, and benefit to the investigator(s)
* Relevant references – if appropriate
* Budget – justify all anticipated expenditures. Salary support for laboratory personnel and equipment purchases are **not** allowed.

Projects are awarded on a rolling basis until funds are exhausted. A short code is provided for spending. Spending will be monitored for activity and to prevent overages. Dormant accounts (without justification) may be inactivated annually.

**Review Process**

Project proposals will be submitted and reviewed by a committee of at least two (2) members compromised of DGG Faculty with diverse interests. If applications exceed available funding, then applications will be scored by a broader committee on a scale of 1-5 (best to least) and prioritized based on score. Approved projects will receive funding effective the 1st day of the first month following the approval.

**Pilot or small projects (< $2,000):** Can be expedited and will be reviewed by one (1) faculty member.

**Statistical or Bioinformatic Support:** Collaboration for statistical or (bio)informatic support is highly recommended.

**Expectations of Awardees**

**Annual progress report (required):** For each funded project, a summary of progress after one year and all project-related abstracts and publications should be reported to the committee.

**Presentation at CHAMP Research Day:** Strongly encouraged.

Applications and related correspondence should be emailed to Brittney Williams at bvgood@med.umich.edu .