MEMORANDUM

DATE: March 21, 2006

TO: Faculty, Department of Psychiatry

FROM: Department of Psychiatry Research Committee

SUBJECT: Availability of Department Funds to Support Research Activities

PURPOSE

Funds have been allocated to the Department of Psychiatry Research Committee to support research activities within the Department of Psychiatry. These funds can be used to:

(a) support pilot projects which will lead to further research (priority will be given to projects that could lead to application for external funding);

(b) support on-going projects where unforeseen needs occur, e.g., equipment failure, lapse in funding;

(c) contribute toward costs of major equipment items; and/or

(d) support expenses associated with research activities which are not covered by extramural grants, e.g., travel for students and research fellows to give presentations at national meetings, travel expenses for interviewing candidates for research positions.

Note: Requests for funds for faculty salaries are not allowed, and applications with such requests will not be reviewed.

GUIDELINES

Faculty of the Department of Psychiatry are eligible. Applications will be reviewed at the monthly meetings of the Psychiatry Research Committee. The requested funding period should not exceed 12 months. Applications for small requests (no more than $5,000) should be submitted at least 14 days before the next scheduled meeting of the Committee. Applications for requests exceeding $5000 should be submitted to the committee at least 30 days before the next scheduled meeting.
The forms (face page, abstract, budget, biographical sketches, and other support) used by the School of Medicine Biomedical Research Committee for their research grant applications should be submitted for requests exceeding $5000. In addition, a brief narrative of the research plans (background, objective, specific aims, methods and references), not to exceed five (5) pages, must be included. For grant requests not exceeding $5000, the face page, along with a detailed cover letter explaining the reasons for the request, will constitute a complete application.

Applications (original plus 2 copies) should be submitted to:

Dr. W.J. McBride  
Institute of Psychiatric Research  
Indiana University Medical Center

Application forms and information on dates of Committee meetings can be obtained by contacting Freida in Dr. McBride’s office (4-1362) at the Institute of Psychiatric Research.

Awards will be administered through the Department of Psychiatry in the usual manner in an account under the Principal Investigator’s name.

Faculty receiving awards in the amount of $5,000 or more must send a progress report to Dr. Nurnberger, Chairman of the Research Committee, jnurnber@iupui.edu via email within six months. This progress report will be reviewed at the following Psychiatry Research Committee Meeting.