

Berkeley Center on the Economics and Demography of Aging (CEDA)

Pilot Grant Proposal Instructions

Please include all of the following information in your proposal, and also view the [Call for Pilot Proposals](#). Email the completed proposal to CEDA Manager Maria Teresa Hernandez (mt_hernandez@berkeley.edu). For preliminary feedback on your proposal idea please contact CEDA Director Will Dow (wdow@berkeley.edu) or Berkeley Population Center Executive Director Leora Lawton (llawton@berkeley.edu). Proposals should be about 2 pages single-spaced (not including references, budget, and human subjects details).

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. Brief Aims and Background

List specific aims, and provide a brief background or rationale for the proposal and purpose of the project including its significance, innovation, and relevance to aging.

4. Description of Activities

Provide a description of the specific activities.

5. Prospects for Extramural Funding

Detail how the proposed activities will contribute to the development of a research proposal to outside sponsors, ideally an NIA grant such as R01/R21/R03 funding, but it is allowable to target other funders. Be sure to identify prospective funders and how the proposed research topic fits with their priorities. Also include an expected date for submission.

6. 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. Pilots are generally designed to be completed within one year, but a two-year timeline may be requested.

7. Budget

The requested budget for the pilot is typically \$15,000-\$30,000 for direct costs, but a larger pilot budget may be requested with strong justification. Provide a brief explanation of how the requested funds will be spent, based on the activities to be conducted:

- Data acquisition or collection
- Investigator salary (if state-funded faculty, generally limited to only assistant professors)
- GSRs (including tuition benefits if applicable).

For successful proposals we will later request a detailed budget prepared with help from campus research administration staff.

8. Human Subjects

Please indicate if your research involves human subjects. If you already have human subjects approval please attach the approval letter (or exemption letter if applicable). If not yet approved, please indicate the timing and status of IRB submission and review.

It is the obligation of the PI to comply with all campus and government regulations on human subjects. See <https://cphs.berkeley.edu/review.html> and <https://cphs.berkeley.edu/reviewtypes.html> for more information.