

California Department of Public Health
Chronic Disease Control Branch
Alzheimer's Disease Program

ALZHEIMER'S DISEASE RESEARCH AWARDS

Request for Application #22-10079
March 2022

April 6, 2022 (Addendums)



Chronic Disease Control Branch
Alzheimer's Disease Program
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APPLICATION PROCESS

1. ALZHEIMER'S DISEASE RESEARCH AWARDS: BACKGROUND

The mission of California Department of Public Health (CDPH), Chronic Disease Control Branch (CDCB), Alzheimer's Disease Program (ADP), is to reduce the human burden and economic costs associated with Alzheimer's disease and related dementias, and ultimately to assist in discovering the cause and treatment of this disease.¹

An estimated 690,000 California adults aged 65 years and older were diagnosed with Alzheimer's disease (Alzheimer's Association, 2021). Alzheimer's disease is now the third leading cause of death in the state, as compared to sixth nationally (Alzheimer's Association, 2021). More than six million Americans are living with Alzheimer's disease (Alzheimer's Association, 2021). By 2060, the number of people 65 years and older with Alzheimer's disease in the United States is estimated to reach 13.8 million people (Alzheimer's Association, 2021). Almost two-thirds of Americans with Alzheimer's disease or other dementias are women. Older Black and Hispanic Americans are disproportionately more likely than older White Americans to have Alzheimer's disease and related dementias (Alzheimer's Association, 2021). Alzheimer's disease within California's Asian Pacific Islander and Latino/Hispanic populations is projected to triple by the year 2030 (California's State Plan for Alzheimer's Disease: and Action Plan for 2011-2021). California is on track for a 22 percent increase in adults aged 65 years and older being diagnosed with Alzheimer's disease by 2025, disproportionately impacting women and communities of color (Alzheimer's Association, 2021). The baby-boom generation (Americans born between 1946 and 1964) has already begun to reach age 65 and beyond, the age range of greatest risk of Alzheimer's disease and related dementias (California's State Plan for Alzheimer's Disease: and Action Plan for 2011-2021). Further, there is a desperate need for research into changes in care processes that will lead to improvement in the lives of people with Alzheimer's disease and related dementias, and their caregivers.

The ADP has received onetime resources from the fiscal year (FY) 2021-2022 California State Budget, and ongoing funding effective from the FY 2018-2019 California State Budget to fund research in connection to the study of Alzheimer's disease and related dementias with a focus on understanding and addressing the greater prevalence of dementia in women and communities of color and also focus on populations historically underrepresented in research including the lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ+) community. The amount available for the ADP Grant Awards under this Request for Application (RFA) for two years of grant funding is approximately **\$4,400,000 in year one and \$4,400,000 in year two**. The amounts are derived from the California State General Fund. The amount of the grant award is contingent upon annual appropriations by the California State Legislature and available State Funds. **Carryover of these funds is not allowed.**

¹ The CDPH, CDCB, ADP was established pursuant to Assembly Bill 2225 (Chapter 1601, Statutes of 1984) and was expanded pursuant to Senate Bill 139 (Chapter 303, Statutes of 1988).

Our goal is that these research projects lead to an advancement of knowledge regarding Alzheimer's disease and related dementias, with a focus on understanding and addressing the greater prevalence of dementia in women and communities of color and also focus on populations historically underrepresented in research including the LGBTQ+ community, either in the academic or research field and to clinical implementation, including new treatment methodologies, or new detection and diagnosis innovations.² CDPH would like to improve the capacity of the public health, health care delivery, and long-term care services and support systems in California for persons with Alzheimer's disease and related dementias. Additionally, a better understanding of underrepresented or disparate populations will assist in framing public health and long-term care services and support systems at the community level, fostering health equity, and reducing health disparities experienced by vulnerable communities in California.

California public or private nonprofit academic institutions are eligible to apply. Applicants and all other associated co-applicants and subcontractors must be California-based, and all relevant project activities must take place in California. Academic institutions and principal investigators participating in a Consortium Research Award are also subject to these requirements. Please note that this RFA **does not** accept applications proposing **drug trial(s)**. Drug trials are a type of research study to explore whether a drug is safe and effective for human use. **Applications that do not adhere to these requirements will NOT be considered for funding. No EXCEPTIONS.**

² Communities of color include, but are not limited to, African American, American Indian/Alaska Native, Asian, Latino/Hispanic, and Native Hawaiian/other Pacific Islander communities.

2. PROJECTED TIMELINE (subject to change)

Date	Timeline Item
March 4, 2022	Request for Applications posted on ADP web page and the California State Grants Portal .
March 18, 2022	Last day to submit questions for Informational Teleconferences. Send questions to: AlzheimersD@cdph.ca.gov
March 25, 2022	Informational Teleconference Available from 1:00 p.m. to 3:00 p.m. Pacific Standard Time Virtual Meeting Information: <ul style="list-style-type: none"> • Zoom Link • Meeting ID: 861 8026 9331 • Passcode: 500992 • Call in Information: <ul style="list-style-type: none"> ○ +16699006833, 86180269331# US (San Jose) ○ +12532158782, 86180269331# US (Tacoma) Conference begins promptly at 1:00 p.m. Pacific Standard Time .
April 1, 2022 <u>April 27, 2022</u>	Required Letter of Intent due by 5:00 p.m. Pacific Standard Time . Send to AlzheimersD@cdph.ca.gov . Late applications will not be considered.
May 4, 2022	Applications Due by 5:00 PM Pacific Standard Time Send in PDF file format to: AlzheimersD@cdph.ca.gov
June 6, 2022	Review and Scoring Process
June 14, 2022	Notice of Intent to Award posted on ADP web page; applicants notified by e-mail
November 21, 2022	Proposed Grant Effective Date

3. OBJECTIVES

The State of California supports research that contributes to better understanding, care and support of patients and families affected by Alzheimer's disease and related dementias.

Applicants are invited to submit research applications, focusing on understanding and addressing the greater prevalence of dementia in women and communities of color and also focusing on populations historically underrepresented in research including the LGBTQ+ community for studies in the following topic areas:

- A. Caregiving: The economic and social impacts of caregiving. Examples:
 - 1. Improving the delivery of social support and health care services for Alzheimer's disease patients and their families and caregivers; and
 - 2. Understanding and alleviating the financial, emotional, and physical impact of caring for a loved one with Alzheimer's disease or a related dementia.
- B. Prevention: The identification of risk factors and targets for preventive healthcare and public health messaging. Examples:
 - 3. Identifying risk and preventive factors for Alzheimer's disease such as sleep patterns; chronic diseases such as high blood pressure, heart disease and diabetes; and the impacts of exercise and nutrition; and
 - 4. Developing and/or using appropriate risk assessments, diagnostic tools, and effective interventions to prevent and treat Alzheimer's disease and related dementias among California's diverse population.
- C. Early Diagnosis and Detection: Research and evaluation of tools for early diagnosis and detection of Alzheimer's disease. Examples:
 - 5. Detection of dementia by primary care practitioners and specialists through the use of brain imaging, or standardized clinical tests of memory and thinking abilities;
 - 6. Innovative methods of linking research findings and technological advances with clinical practice, medical education and new medical settings; and
 - 7. Evaluating best practice clinical guidelines or toolkits.
- D. Long-Term Services and Support Systems/Health Services: Investigate pathways for reducing disparities in access to health services for persons with Alzheimer's disease and related dementias utilizing Long-Term Services and Supports Systems/Health Services. Examples:
 - 8. Increasing the quality of dementia care in health care delivery systems;
 - 9. Improving access to Long-Term Services and Support Systems/Health Services, as well as home and community-based services, through improved care coordination; and
 - 10. Researching effective health care system strategies and technologies that aid in reducing incidents of re-hospitalization and emergency department use.
- E. Populations Suffering from Health Disparities: Identifying and understanding upstream determinants of health that result in disproportionate health outcomes; and prevalence of Alzheimer's disease and related dementias among California's diverse population. Examples:
 - 11. Investigating the racial, ethnic, gender, sexual orientation/identity, and socioeconomic differences and their impacts on risk and treatment outcomes for Alzheimer's disease and related dementias; and
 - 12. Increasing the quality of dementia care in health care delivery systems, particularly as it relates to cultural and linguistic competency.

Applications for feasibility studies, pilot projects, and start-up grants are encouraged, as are applications that expand the scope of ongoing research activities related to the area or topic of this RFA, or which entail multidisciplinary or collaborative research. New investigators are encouraged to apply. Please note that this RFA **does not** accept applications proposing **drug trial(s)**. Drug trials are a type of research study to explore whether a drug is safe and effective for human use. All application research topics must focus on understanding and addressing the greater prevalence of dementia in women and communities of color and focus on populations historically underrepresented in research including the LGBTQ+ community. Communities of color include, but are not limited to, African American, American Indian/Alaska Native, Asian, Latino/Hispanic, and Native Hawaiian/other Pacific Islander communities. **Applications that do not adhere to these requirements will NOT be considered for funding. No EXCEPTIONS.**

4. APPLICATION INFORMATION

A. FUNDING SCOPE AND TIME PERIOD

Applications may be submitted for a two-year duration.

The number of awards issued will be dependent on available funding. It is anticipated that grants will be awarded for the initial 12-month period beginning November 21, 2022.

B. CATEGORIES OF AWARDS

Two categories of funding are available: Individual Investigator Awards and Consortium Research Awards. Applicants may apply in one or both categories. The California Department of Public Health (CDPH) reserves the right to award funds in one or both categories, contingent on available funds. CDPH will make the final determination of the awards.

1. Individual Investigator Awards

In this category, grant awards of up to **\$500,000** per project, per fiscal year may be funded. Award dollars are inclusive of all costs. Up to four (4) awards may be funded in this category.

2. Consortium Research Awards

In this category, grant awards of up to **\$1,200,000** per project, (not per institution), per fiscal year may be funded. Award dollars are inclusive of all costs. These grants may be awarded to an institution for a research project performed through a collaborative, formalized agreement **between the grantee institution and two (2) or more participating institutions**. Up to two (2) awards may be made in this category.

The grantee must have a leadership role in conducting the planned research and not merely serve as a conduit of funds to another party or parties. A letter of commitment from all parties must be included in the grant application.

Applicants are expected to detail proposed collaborations as part of the grant application. The scope and nature of the proposed research should clearly demonstrate the value of a collaborative, multi-site project for successful execution. Applicants shall include letters of

commitment from the participating institutions that describe the activities for which the participating institution will be responsible and staffing commitments, as applicable.

C. APPLICANT ELIGIBILITY

Investigators must be eligible to hold Principal Investigator status at an academic institution in the State of California, if applying as an academic institution.

California public or private nonprofit academic institutions are eligible to apply. Applicants and all other associated co-applicants and subcontractors must be California-based, and all relevant project activities must take place in California. Academic institutions and principal investigators participating in a Consortium Research Award are also subject to these requirements.

Applicants who have previously received awards from the ADP are eligible to apply for new research projects. Renewals of existing projects must align with the areas or topics of this RFA. Applications in each award category (see III. Objectives, page 6) must meet RFA submission requirements and deadlines. Each application will be evaluated on a competitive basis using a standard scoring tool.

D. DATA PRIVACY

Information obtained in the course of any ADP-funded study that identifies an individual or entity must be treated as confidential in accordance with any promises made or implied regarding the use and purposes of the data collection, including all mandates of the Health Insurance Portability and Accountability Act (HIPAA) of 1996.

All applicants using human subjects, and approved for funding, will be required to provide copies of their Institutional Review Board (IRB) approval and consent forms to CDPH prior to the effective date of the grant award (see IX. Grant Requirements, page 16). The Committee for the Protection of Human Subjects (CPHS) serves as the IRB for the California Health and Human Services (CHHS) Agency. The role of the CPHS and other IRBs is to assure that research involving human subjects is conducted ethically and with minimum risk to participants. The CHHS Agency and its subdivisions do not disclose, make available, or use any personally identifiable data for purposes other than the reasons specified at or before the time of collection without the consent of the subject of the data or as authorized by law or regulation.

5. APPLICATION REQUIREMENTS

A. A Letter of Intent is required. Submission of a non-binding Letter of Intent to notify ADP of the applicant's intent to submit an application is due by **April 27, 2022 April 1, 2022, 5:00 pm Pacific Standard Time**. E-mail the Letter of Intent to: AlzheimersD@cdph.ca.gov. Applicants that do not submit a Letter of Intent by the deadline will not be considered for funding. The Letter of Intent is to be submitted by the applicant on their institution's letterhead, and should include the following:

1. Title and number of the RFA under which the application will be submitted (California Department of Public Health, Chronic Disease Control Branch, Alzheimer's Disease Program – Alzheimer's Disease Research Awards, RFA #22-10079)

2. Identify if the application will be submitted as an individual or a consortium application
 3. Proposed topic area of research
 4. Funding duration (two years)
 5. Estimated budget request (may not exceed the maximum funding amount)
 6. Signature of the person authorized to sign on behalf of the applicant institution
 7. Contact number of the person authorized to sign on behalf of the applicant institution
 8. Email address of the person authorized to sign on behalf of the applicant institution
- B. Due date for the Application: **May 4, 2022, 5:00 pm Pacific Standard Time**. The Application will consist of the following:
1. Project Application Face Sheet (Attachment A)
 2. Consortium Application – if applicable (Attachment A1)
 3. Table of Contents (Attachment B)
 4. Project Summary (Attachment C)
 5. Project Activities (Attachment D)
 6. Body of Proposal/Research Strategy (see Attachment E)
 - a. Specific Aims
 - b. Significance
 - c. Innovation
 - d. Approach
 - e. Facilities, Equipment & Resources
 7. Budget and Budget Justification (see Attachment F)
 - a. Budget
 - b. Budget Justification
 8. Required Appendices
 - a. Biographical Sketch(es) (Appendix 1)
 - b. Project Timeline (See example, Appendix 2)
 - c. Proposed Topic Area (Appendix 3)
 - d. Reviewer Recruitment (Appendix 3a)
 - e. Organization Chart (See example, Appendix 4)
 - f. Form STD 204 (Appendix 5)
- C. The application should be submitted online (documents attached in the order listed above). Explanations for each item begin on the following page. Projects may be submitted for a two-year duration.
- D. The maximum grant amount requested, **per year**, including indirect costs, may not exceed:
1. Individual Investigator Awards - \$500,000
 2. Consortium Awards - \$1,200,000 (per year per award, not per Institution)
- E. See Formatting Requirements on Page 16. Please follow the instructions for each component of the application.

Applications that do not adhere to these requirements will NOT be considered for funding. NO EXCEPTIONS.

A. PROJECT APPLICATION FACE SHEET (Attachment A)

All applicants, whether individual or consortium, must complete Attachment A. In Item 1, Research Topic, indicate the research area or topic by checking the appropriate box. Applications cannot include multiple research areas or topics. A separate application must be submitted for each research area or topic. Item 2, Project Title, specify the proposed name of the project. In Item 3, Award Type, specify if you are applying for an Individual Investigator or Consortium Research Award, and in Item 4, Award Term, mark to confirm this is a two-year research project. The Grant Periods must align with State of California fiscal years, beginning with November 21, 2022, or upon final approval in year one and July 1, 2023 in year two.

Complete Items 5 through 11. For Item 11, a person authorized to sign on behalf of the applicant institution must execute the required signature. Signature must be in blue ink.

Failure to complete any items on the Project Application Face Sheet will be viewed as non-responsive and the RFA may not be considered for funding.

B. CONSORTIUM APPLICATION: COLLABORATING INSTITUTIONS (Attachment A1)

Consortium applicants must complete Attachment A1. Please include Letter(s) of Commitment from collaborating institutions and attach to A1. Failure to include the Letter(s) of Commitment will be viewed as non-responsive and the application may not be considered for funding.

C. TABLE OF CONTENTS (Attachment B)

Complete Attachment B. Ensure the Project Application Face Sheet begins Page 1 of the Table of Contents.

D. PROJECT SUMMARY (Attachment C)

Complete the fillable portion of Attachment C, and then add the project summary as follows:

1. Provide a summarized description of the project.
2. List proposed staff who will be engaged in the research. Describe the duties and qualifications of each. Indicate the staff's percentage of time's involvement to be funded by this RFA award.
3. Describe the management plan to oversee the project.
4. Subcontractors and consultants must be identified, their qualifications set forth, and a description of the work they are to perform provided in detail.
5. Maximum 2 pages, single spaced, Arial 12 pt. font for Individual Investigator Applications. Maximum 4 pages, single spaced, Arial 12 pt. font for Consortium Applications.

E. PROJECT ACTIVITIES (Attachment D)

Complete the fillable portion of Attachment D. Describe the goals and specific objectives of the proposed project and summarize the expected outcomes.

F. BODY OF PROPOSAL/RESEARCH STRATEGY (Attachment E)

(Formatting Requirements: Maximum 12 pages for individual applications, double spaced, Arial 12 pt. font. Maximum 20 pages for consortium applications, double spaced, Arial 12 pt. font.)

The Body of Proposal/Research Strategy must include the following:

The Body of Proposal/Research Strategy is organized into five sections: Specific Aims; Significance; Innovation; Approach; and Facilities, Equipment, and Resources. The detail for each section is described below.

1. SPECIFIC AIMS

- a. The purpose of the Specific Aims is to describe concisely and realistically the goals of the proposed research and summarize the expected outcome(s), including the impact of the proposed research on the research fields involved.
- b. The maximum recommended length of the Specific Aims is one page.
- c. The Specific Aims should cover broad short-term and long-term goals; the specific objectives and hypotheses to be tested; summarize expected outcomes; and describe impact on the research field.

2. SIGNIFICANCE

- a. The Significance section should explain the importance of the problem or describe the critical barrier to progress in the field that is being addressed. This section should also include the significance of the proposed research and relevance to public health. Explain how the proposed research project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields. Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.
- b. The recommended length is approximately one to two pages.
- c. The Significance section should cover: the state of existing knowledge, including literature citations and highlights of relevant data; the rationale of the proposed research; explain gaps that the project is intended to fill; and potential contribution of this research to the scientific field(s) and public health.

3. INNOVATION

- a. Explain how the application challenges and seeks to shift current research or clinical practice paradigms. Describe any novel theoretical concepts, approaches, or methodologies, instrumentation, or interventions to be developed or used, and any advantage over existing methodologies, instrumentation, or interventions. Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions.
- b. The recommended length of the Innovation section is one page.
- c. The Innovation section should include the following: explain why concepts and methods are novel to the research field, focus on innovation in study design and outcomes, and summarize novel findings to be presented as preliminary data in the Approach section.

4. APPROACH

- a. The purpose of the Approach section is to describe how the research will be carried out. This section is crucial to how favorably an application is reviewed.
- b. The maximum recommended length of the Approach section is 5-6 pages.
- c. The research design and methods section should include the following: Principal Investigator's preliminary studies, data, and experience relevant to the application and the experimental design; the overview of the experimental design; a description of methods and analyses to be used to accomplish the specific aims of the project; a discussion of potential difficulties and limitations and how these will be overcome or mitigated; expected results, and alternative approaches that will be used if unexpected results are found; and a projected sequence or timetable (work plan).

5. FACILITIES, EQUIPMENT, & RESOURCES

- a. Describe available facilities, major equipment, and resources. Describe the scientific environment and institutional setting in which the proposed project will be carried out.
- b. The recommended length is one to two pages.

G. BUDGET AND BUDGET JUSTIFICATION (Attachments F1 and F2)

See Attachment F, Page 31, for instructions. Attachment F1 contains a one (1) page fillable form for completing the Budget; one column for each proposed year of the grant.

H. APPENDICES

See Appendices instructions beginning on Page 33.

6. SUBMISSION REQUIREMENTS

- Submit the application components in the order specified on page 8, Section 5. Application Requirements.
- Submit the application in PDF format to AlzheimersD@cdph.ca.gov.
- Applications should include the names and contact information for six (6) reviewers who have expertise in any of the application's five topic areas (see Appendix 3a).
- Proposals must be received by **May 4, 2022 no later than 5:00 p.m. Pacific Standard Time**.

7. REVIEW PROCESS

Applications satisfying the conditions set forth in this RFA will be forwarded to the Review Panel. Please note that reviewers will not be required to review application beyond the maximum number of pages. The Review Panel will include external reviewers with expertise in the research topic areas of this RFA. Reviewers will employ a standard CDPH scoring tool based on the RFA requirements. Applications with the highest scores will be considered for funding. The maximum score is 125.

Component	Maximum Points
Project Application Face Sheet	1
Table of Contents	1
Project Summary	7
Project Activities	3
Body of Proposal/Research Strategy (total 70 points):	
- Specific Aims	20
- Significance	10
- Innovation	10
- Approach	20
- Facilities, Equipment & Resources	10
Budget	3
Budget Justification	3
Biographical Sketch/Qualifications & Experience	15
Project Timeline	10
Reviewer Recruitment	10
Organization Chart	1
Form STD 204	1
Total	125

To be considered for funding, a minimum score of **95** (76%) is required. CDPH reserves the right to request clarification or supplemental information from the applicant.

8. NOTIFICATION OF GRANT AWARD

Applicants will be notified of the award decisions by e-mail. Grant award notification letters will be also mailed to the selected Grantee(s).

9. GRANT REQUIREMENTS

Following the review process, grant awards will be negotiated between the successful applicant institution and CDPH. Grantees will be required to conform to CDPH's contractual requirements and standard State provisions, and restrictions included in each grant.

The following two pages include some of the major grant provisions and restrictions.

1. Human Subjects

All applicants using human subjects, and approved for funding, will be required to provide copies of their IRB approval and consent forms to CDPH prior to the effective date of the grant

award. If applicants have not received approval for human subjects, please visit the [CPHS website](#). Applicants must submit proposals to CPHS. CPHS serves as the IRB for the CHHS Agency. Applicants may also call CPHS at (916) 326-3660 or by email at cphs-mail@oshpd.ca.gov.

The IRB approval must show the protocol ID number, date of approval, and expiration date. Evidence of annual renewal of the IRB approval and Consent Forms for project years two will be required for continued funding.

All Consortium Award applicants using human subjects, and approved for funding, will be required to provide evidence to CDPH prior to the effective date of the grant award that the appropriate Human Subjects' Clearances have been obtained from the IRBs at all of the participating institutions. If Consortium Award applicants have not received approval for human subjects, please visit the [CPHS website](#) for information. Applicants must submit proposals to CPHS. CPHS serves as the IRB for the CHHS Agency. Applicants may also call CPHS at (916) 326-3660 or by email CPHS at cphs-mail@oshpd.ca.gov. Evidence of annual renewal of the IRB approval and Consent Forms at all of the participating institutions for project years two will be required for continued funding.

2. Laboratory Animals

All applicants using vertebrate laboratory animals, and approved for funding, will be required to provide copies of their Institutional Animal Care and Use Committee (IACUC) approval indicating the protocol ID number, date of approval, and expiration date to CDPH prior to the effective date of the grant award. Evidence of annual renewal of the IACUC approval for project year two will be required for continued funding.

All Consortium Award applicants using vertebrate laboratory animals, and approved for funding, will be required to provide evidence to CDPH prior to the effective date of the grant award that the appropriate Institutional Animal Clearances have been obtained from the IACUCs at all of the participating institutions. Evidence of annual renewal of the IACUC approval at all of the participating institutions for project year two will be required for continued funding.

3. Site Inspection

The State, through any authorized representatives, has the right at all reasonable times to inspect or otherwise monitor and/or evaluate the work performed and the premises on which it is being performed.

4. Conditions Applicable to Independent Research

The Grantee shall include in all data/research reports or publications (a) a disclaimer that credits any analysis, interpretations, or conclusions reached to the author(s), and not to the State, (b) a statement on the biases or limitations in the data known to affect the report findings and (c) an acknowledgement that the research was funded by the California Department of Public Health, Chronic Disease Control Branch, Alzheimer's Disease Program.

5. Confidentiality

Grantees shall maintain confidentiality of any and all data collected on individuals.

6. Invoicing

Grantees, upon submission of an acceptable invoice, will be reimbursed in arrears for actual expenses incurred by the Grantee under the terms of the grant agreement and budget. Invoices will be submitted on a quarterly basis. The final invoice of each grant year is due 30 calendar days after the end of the budget period. Invoices submitted more than 30 calendar days after the end of the budget period, grant agreement expiration, or grant termination, may not, at the State's discretion, be honored by the State unless the Grantee has obtained prior written approval from the State.

7. Audits

Grantees may be audited up to three (3) years after the final invoice payment is made under the grant.

8. Publications, Presentations or Printing of Reports

The Grantee will provide annual reports to CDPH, in a format prescribed by CDPH, describing the progress to date on achieving the specific aims, challenges during implementation and how these were resolved, the impact of the research on health outcomes; scientific impact such as publications in peer review journals, presentations; and any subsequent additional grant funding related to the subject research. Any publications, presentations, printed reports, or resulting research findings related to this grant must acknowledge the appropriate funding source: California Department of Public Health, Chronic Disease Control Branch, Alzheimer's Disease Program. Grantees shall notify the ADP of all publications, presentations, printed reports, and resulting research findings created for this project both during the grant period and for a period of six years after the grant period. The Grantee must include the ADP as a peer reviewer on any publication. Grantees must notify the ADP, via email at AlzheimersD@cdph.ca.gov, as soon as an article is accepted for publication as well as when serving as a peer reviewer on any publication.

10. GRANT APPLICATION FORMATTING GUIDELINE

The following documents must be formatted as follows:

Component	Fillable Form?	Attachment or Appendix	1-inch Margins Arial 12 pt. Font	Line Spacing	Page Limitation
Project Application Face Sheet	Yes	Attachment A	N/A	N/A	N/A
Consortium Application	Yes	Attachment A1	N/A	N/A	N/A
Table of Contents	Yes	Attachment B	N/A	N/A	N/A
Project Summary (Individual)	Partially	Attachment C	Yes	Single	2 pages
Project Summary (Consortium)	Partially	Attachment C	Yes	Single	4 pages
Project Activities	Yes	Attachment D	Yes	N/A	2 pages
<u>Body of Proposal/Research Strategy</u> Specific Aims Significance Innovation Approach Facilities, Equipment & Resources	No	Attachment E	Yes	Double	12 pages for individual applications/20 pages for consortium applications.
Budget	Yes	Attachment F1	N/A	N/A	2 pages
Budget Justification	No	Attachment F2	Yes	Single	2 pages
Biographical Sketch(es)	Partially	Appendix 1	Yes	Single	2 pages each Bio
Timeline	No	Appendix 2	N/A	N/A	1 page each grant year
Proposed Topic Area	Yes	Appendix 3	N/A	N/A	1 page
Reviewer Recruitment	Yes	Appendix 3a	N/A	N/A	6 pages
Organization Chart	No, see example	Appendix 4	N/A	N/A	1 page
Form STD 204	Yes	Appendix 5	N/A	N/A	N/A

ATTACHMENTS

- A: Project Application Face Sheet
- A1: Consortium Application: Collaborating Institutions
- B: Table of Contents
- C: Project Summary
- D: Project Activities
- E: Body of Proposal/Research Strategy Instructions
- F: Budget and Budget Justification Instructions
- F1: Budget
- F2: Budget Justification

PROJECT APPLICATION FACE SHEET

STATE OF CALIFORNIA
DEPARTMENT OF PUBLIC HEALTH
ALZHEIMER'S DISEASE PROGRAM

1. **RESEARCH TOPIC** (Applications cannot include multiple research areas or topics. A separate application must be submitted for each research area or topic.)

Focus on Women and Communities of Color and on Populations Historically Underrepresented in Research Including the LGBTQ+ Community:

- ☐ CAREGIVING
☐ PREVENTION
☐ EARLY DIAGNOSIS AND DETECTION
☐ LONG-TERM SERVICES AND SUPPORT SYSTEMS/HEALTH SERVICES
☐ POPULATIONS SUFFERING FROM HEALTH DISPARITIES

2. **PROJECT TITLE:** _____

3. **AWARD TYPE:** ☐ INDIVIDUAL ☐ CONSORTIUM AWARD

4. **AWARD TERM*:** ☐ 1 YEAR ☐ 2 YEARS

*Term will match state fiscal year, beginning with August 12, 2022, or upon final approval in year one and July 1, 2023 in year two.

5. **BUDGET SUMMARY (Total for Entire Grant Period):** \$ _____

6. **LEGAL BUSINESS NAME OF APPLICANT INSTITUTION** (Must match legal business name submitted on STD Form 204):

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Federal Tax ID Number: _____

7. **PRINCIPAL INVESTIGATOR/DIRECTOR**

Name: _____ Degrees: _____ Title: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

8. FINANCIAL OFFICER

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

9. **PAYMENT LOCATION** (All payments for invoices are sent to the address of the Institution Official. If address the Institution Official is not the address, to which you wish payments to be mailed, please indicate the correct contact person and address below).

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

10. OFFICIAL SIGNING FOR APPLICANT INSTITUTION

Name: _____ Title: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

11. The undersigned hereby affirms that the statements contained in the application package are true and complete to the best of the applicant's knowledge and accepts as a condition of a grant all the terms and conditions listed in the RFA, along with the obligation to comply with applicable state requirements, policies, standards, and regulations. The undersigned recognizes that this is a public document and open to public inspection.

Signature of Official Signing for Institution

Date

CONSORTIUM APPLICATION: COLLABORATING INSTITUTIONS

A Letter of Commitment must be included from all collaborating institutions.

Attach Letter(s) of Commitment to this Application (Attachment A1).

Please complete all fields. Add additional sheets, if necessary.

INSTITUTION #1:

1. LEGAL BUSINESS NAME OF COLLABORATING INSTITUTION (Must match legal business name submitted on STD Form 204. See Appendix 5):

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

2. PRINCIPAL INVESTIGATOR:

Name: _____ Degrees: _____ Title: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

INSTITUTION #2:

1. LEGAL BUSINESS NAME OF COLLABORATING INSTITUTION (Must match legal business name submitted on STD Form 204. See Appendix 5):

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

2. PRINCIPAL INVESTIGATOR:

Name: _____ Degrees: _____ Title: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

INSTITUTION #3:

1. LEGAL BUSINESS NAME OF COLLABORATING INSTITUTION (Must match legal business name submitted on STD Form 204. See Appendix 5):

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

2. PRINCIPAL INVESTIGATOR:

Name: _____ Degrees: _____ Title: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

INSTITUTION #4:

1. LEGAL BUSINESS NAME OF COLLABORATING INSTITUTION (Must match legal business name submitted on STD Form 204. See Appendix 5):

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

2. PRINCIPAL INVESTIGATOR:

Name: _____ Degrees: _____ Title: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

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(See RFA Page 10 for Instructions)

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Project Activities.....	_____
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Organization Chart.....	_____
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PROJECT SUMMARY

Principal Investigator: _____

Project Title: _____

Research Topic Area (Applications cannot include multiple research areas or topics. A separate application must be submitted for each research area or topic):

Focus on Women and Communities of Color and on Populations Historically Underrepresented in Research Including the LGBTQ+ Community:

- ☐ Caregiving
- ☐ Prevention
- ☐ Early Diagnosis and Detection
- ☐ Long-Term Services and Support Systems/Health Services
- ☐ Populations Suffering from Health Disparities

Type: ☐ Individual Investigator ☐ Consortium

Applicant Institution: _____

Collaborating Institutions (for consortium applicants only):

Amount of Funding Requested: YR 1 \$ _____ YR 2 \$ _____

Attach a Project Summary:

- Individual Investigator descriptions are limited to **two** (2) pages in length, single-spaced, Arial 12 pt. font.
- Consortium Research Awards descriptions are limited to **four** (4) pages in length, single spaced, Arial 12 pt. font, and should include information on the proposed collaborations and participating institutions.

EXHIBIT A – PROJECT ACTIVITIES

Project Summary & Project Activities

☒ Grant

Does this project include Research (as defined in the UTC)? ☐ Yes ☐ No

Principal Investigator Name:

Project Title:

Project Summary/Abstract

Briefly describe the long-term objectives for achieving the stated goals of the project.

If Third-Party Confidential Information is to be provided by the State:

☐ Performance of the Project Activities is anticipated to involve use of third-party Confidential Information and is subject to the terms of this Agreement;

OR

☐ A separate confidentiality and non-disclosure agreement (CNDA) between the University and third-party is required by the third- party and is incorporated in this Agreement as Exhibit A7, Third Party Confidential Information.

Project Activities

Describe the goals and specific objectives of the proposed project and summarize the expected outcomes. If applicable, describe the overall strategy, methodology, and analyses to be used. Include how the data will be collected, analyzed, and interpreted as well as any resource sharing plans as appropriate. Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the goals and objectives.

Please Attach Project Activities

BODY OF PROPOSAL/RESEARCH STRATEGY

INSTRUCTIONS

Please read instructions on Page 11. The full proposal will include **Specific Aims; Significance; Innovation; Approach; and Facilities, Equipment, and Resources**.

Format requirements: Maximum 12 pages for individual applications, double-spaced, Arial 12 pt. font. (Maximum 20 pages for consortium applications, double-spaced, Arial 12 pt. font.)

BUDGET AND BUDGET JUSTIFICATION

INSTRUCTIONS

1. Complete the proposed Budget using Attachment F1; one form is provided for up to two years of the proposed grant. Use only whole numbers for the budget. Cents must be rounded to the nearest whole dollar.
2. Prepare a Budget Justification. Please read instructions on Page 28.
 - a. Note: If each year's budget is essentially the same, one overall narrative is sufficient. Maximum two pages, single spaced, Arial 12 pt. font.
 - b. If there are significant changes from year to year, a narrative for each year is required. Maximum two pages, single spaced, Arial 12 pt. font for each year.
3. A formal grant amendment will be required if total available funding increases or decreases.
 - a. Note: The amounts are derived from the California State General Fund. The amount of the grant award is contingent upon annual appropriations by the California State Legislature and available State Funds. **Carryover of these funds is not allowed.**

EXHIBIT B – BUDGET

(Once approved this page will be replaced with the actual Exhibit B – Budget template.)

Budget for Project Period

Principal Investigator (Last, First): _____

COMPOSITE BUDGET FOR ENTIRE PROPOSED PROJECT PERIOD

08/12/2022 or upon final approval to 06/30/2024

BUDGET CATEGORY		Year 1	Year 2	TOTAL
From:		08/12/2022	07/01/2023	
To:		06/30/2023	06/30/2024	
PERSONNEL: <i>Salary and fringe benefits.</i>		\$0	\$0	\$0
CAPITAL EXPENDITURES		\$0	\$0	\$0
OTHER DIRECT COSTS (ODC)	Subject to IDC Calc			
ODC #1	Yes	\$0	\$0	\$0
ODC #2	Yes	\$0	\$0	\$0
ODC #3	Yes	\$0	\$0	\$0
ODC #4	Yes	\$0	\$0	\$0
ODC #5	Yes	\$0	\$0	\$0
ODC #6	Yes	\$0	\$0	\$0
TOTAL DIRECT COSTS		\$0	\$0	\$0
F&A Base	Rate			
MTDC*	____%	\$0	\$0	\$0
Indirect (F&A) Costs	____%	\$0	\$0	\$0
TOTAL COSTS PER YEAR		\$0	\$0	\$0
TOTAL COSTS FOR PROPOSED PROJECT PERIOD		\$0	\$0	\$0

* MTDC = Modified Total Direct Cost

JUSTIFICATION. See Exhibit B1 - Follow the budget justification instructions.

Funds Reversion Dates: Unless otherwise specified, fund reversion dates are three years from fiscal year end of year funded

Annual Budget Flexibility (lesser of % or Amount)³

Prior approval required for budget changes between approved budget categories above the thresholds identified.

% 10.00%
Or
Amount \$10,000

³ Indirect costs cannot exceed 25% of total personnel services (Personnel Costs plus Fringe Benefits).

(Once approved this page will be replaced with the actual Exhibit B – Budget template.)

Principal Investigator (Last, First): _____

Anticipated Program Income
(applicable only when the funded portion of the project generates income)
08/12/2022 or upon final approval to 06/30/2024

	Year 1	Year 2	Total
From:	08/12/2022	07/01/2023	
To:	06/30/2023	06/30/2024	
ANTICIPATED PROGRAM INCOME	\$0	\$0	\$0

Anticipated Program Income is an estimate of gross income earned by the University that is directly generated by a supported activity and earned only as a result of the State funded project, and this fact is known by the University at time of proposal. Anticipated Program Income is an estimate of potential income and not a guarantee of income to support the project.

Page 2 of Exhibit B will only be incorporated in the Agreement when Program Income is anticipated and proposed. Program Income is subject to Section 14.D of Exhibit C of this Agreement.

If known, provide source(s) of Program Income:

Source	Estimated Amount

BUDGET JUSTIFICATION

The Budget Justification will include the following items in this format.

(Once approved this page will be replaced with the actual Exhibit B1 – Budget Justification template.)

Personnel

Name. Starting with the Principal Investigator list the names of all known personnel who will be involved on the project for each year of the proposed project period. Include all collaborating investigators, individuals in training, technical and support staff or include as “to be determined” (TBD).

Role on Project. For all personnel by name, position, function, and a percentage level of effort (as appropriate), including “to-be-determined” positions.

Fringe Benefits. In accordance with University policy, explain the costs included in the budgeted fringe benefit percentages used, which could include tuition/fee remission for qualifying personnel to the extent that such costs are provided for by University policy, to estimate the fringe benefit expenses on Exhibit B.

Travel

Itemize all travel requests separately by trip and justify in Exhibit B1, in accordance with University travel guidelines. Provide the purpose, destination, travelers (name or position/role), and duration of each trip. Include detail on airfare, lodging and mileage expenses, if applicable. Should the application include a request for travel outside of the state of California, justify the need for those out-of-state trips separately and completely.

Materials and Supplies

Itemize materials supplies in separate categories. Include a complete justification of the project's need for these items. Theft sensitive equipment (under \$5,000) must be justified and tracked separately in accordance with State Contracting Manual Section 7.29.

Equipment

List each item of equipment (greater than or equal to \$5,000 with a useful life of more than one year) with amount requested separately and justify each.

Consultant Costs

Consultants are individuals/organizations who provide expert advisory or other services for brief or limited periods and do not provide a percentage of effort to the project or program. Consultants are not involved in the scientific or technical direction of the project as a whole. Provide the names and organizational affiliations of all consultants. Describe the services to be performed, and include the number of days of anticipated consultation, the expected rate of compensation, travel, per diem, and other related costs.

Subawardee (Consortium/Subrecipient) Costs

Each participating consortium organization must submit a separate detailed budget for every year in the project period in Exhibit B2 Subcontracts. Include a complete justification for the need for any subawardee listed in the application.

Other Direct Costs

Itemize any other expenses by category and cost. Specifically justify costs that may typically be treated as indirect costs. For example, if insurance, telecommunication, or IT costs are charged as a direct expense, explain reason and methodology.

Rent

If the Project Activities will be performed in an off-campus facility rented from a third party for a specific project or projects, then rent may be charged as a direct expense to the award.

Indirect (F&A) Costs

Indirect costs are calculated in accordance with the budgeted indirect cost rate in Exhibit B.

APPENDICES

- Appendix 1: Biographical Sketch(es)
- Appendix 2: Example of a Timeline
- Appendix 3: Proposed Topic Area
- Appendix 3a: Reviewer Recruitment
- Appendix 4: Example of an Organization Chart
- Appendix 5: Form STD 204
- Appendix 6: Application Checklist

APPENDICES - INSTRUCTIONS

Appendix 1: Biographical Sketches

1. Provide the required information, then **add an attachment** containing the following:
 - a. Starting with current position, list in reverse chronological order previous employment, experience, and honors. Include present membership on any Federal Government Public Advisory Committee.
 - b. List, in reverse chronological order, the titles and complete references to all publications during the past three years, and to any earlier publications pertinent to this application.
 - c. Do not exceed two pages for each Bio.

Appendix 2: Project Timeline

1. See example on Page 35. A separate timeline must be submitted for each year of the project showing the anticipated completion of major activities, tasks, and functions. The timelines should be included in the proposal appendix.

Appendix 3: Proposed Topic Area

1. Complete as shown.

Appendix 3a: Reviewer Recruitment (6 pages)

1. **Provide the names of six (6) potential reviewers per the instructions on the form and mark the check box(es) with their area(s) of expertise as shown.**

Appendix 4: Organization Chart

1. See example on Page 44. Provide an organization chart showing the location and the persons responsible for the proposed research project, including for each participating institution in Consortium Research Award applications.

Appendix 5: Form STD 204

1. Complete as shown.

Appendix 6: Application Checklist

1. Use the checklist to ensure your application is complete.

BIOGRAPHICAL SKETCH(ES)

Give the following information for key professional personnel listed on budget, beginning with the Principal Investigator/Program Director. Complete this form for each person and attach qualifications and professional experience per instructions below.

Name: _____

Title: _____

Education (Begin with baccalaureate or other initial professional education and include postdoctoral training):

Institution and Location: _____

Degree (State highest degree): _____

Field of Study: _____ **Year Conferred:** _____

Attach Qualifications and Professional Experience:

- Formatting: Single-spaced, Arial 12 pt. font.
- Concluding with present position, list in chronological order previous employment, experience, and honors. Include present membership on any Federal Government Public Advisory Committee.
- List, in chronological order, the titles and complete references to all publications during the past three years and to earlier publications pertinent to this application.
- **DO NOT EXCEED TWO PAGES FOR EACH BIO SKETCH.**

Appendix 2

EXAMPLE OF A TIMELINE

A separate timeline must be submitted for each year of the project. Please follow this format.

Title of Project: Evaluation of Memory Training Modules in Individuals with Moderate Alzheimer's Disease

Year 1: 07/01/2022 – 06/30/2023

Major Activity, Task or Function	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Hire Project Coordinator	C											
Obtain IRB approval	O	C										
Develop/Revise Training Materials		O	C									
Hire Research Assistant #1			C									
Hire Research Assistant #2			C									
Train RAs in test administration, scoring, and training modules			O	C								
Begin subject recruitment and training for Project #1				O	O	O	O	O	O	O	O	C
Evaluation of training modules						O	O	O	O	O	O	O
Data entry into database				O	O	O	O	O	O	O	O	C

O = Ongoing

C = Complete

PROPOSED TOPIC AREA

Principal Investigator/Degree(s): _____

Research Topic Area (Check box that applies. Applications cannot include multiple research areas or topics. A separate application must be submitted for each research area or topic.)

Focus on understanding and addressing the greater prevalence of dementia in women and communities of color and populations historically underrepresented in research including the LGBTQ+ community:

- ☐ Caregiving
- ☐ Prevention
- ☐ Early Diagnosis and Detection
- ☐ Long-Term Services and Support Systems/Health Services
- ☐ Populations Suffering from Health Disparities

Project Title: _____

Applicant Institution: _____

Consortium Institutions (minimum of two):

REVIEWER RECRUITMENT

Using all six pages provided, please identify six (6) potential reviewers residing in the United States that are qualified to review the five topic areas of Caregiving, Prevention, Research and Evaluation of Tools for Early Diagnosis and Detection, Long-Term Services and Support Systems/Health Services and Populations Suffering from Health Disparities. When recommending reviewers, it is not necessary for the reviewer to be qualified in your chosen topic area.

Appendix 3a must be fully completed, with six (6) potential reviewer names provided. If not fully completed, your final score will be decreased by 10 points.

REVIEWER RECRUITMENT

Reviewer Recommendation #1:

Name: _____

Institution: _____

Telephone: _____

E-mail: _____

Identify any known conflicts of interest of this reviewer. If none, write none:

Reviewer Area of Expertise: Check all boxes that apply.

- ☐ Caregiving. Examples:
 - Improving the delivery of social support and health care services for Alzheimer's disease patients and their families and caregivers.
 - Understanding and alleviating the financial, emotional and physical impact of caring for a loved one with Alzheimer's disease or a related disorder.
- ☐ Prevention. Examples:
 - Identifying risk and preventive factors for Alzheimer's disease such as sleep patterns; chronic diseases such as high blood pressure, heart disease and diabetes, and the impacts of exercise and nutrition.
 - Developing and/or using appropriate risk assessments, diagnostic tools, and effective interventions to prevent and treat Alzheimer's disease and related dementias among California's diverse population.
- ☐ Early Diagnosis and Detection. Examples:
 - Detection of dementia by primary care practitioners and specialists through the use of brain imaging, or standardized clinical tests of memory and thinking abilities.
 - Innovative methods of linking research findings and technological advances with clinical practice, medical education and new medical settings.
 - Evaluating best practice clinical guidelines or toolkits.
- ☐ Long-Term Services and Support Systems/Health Services. Examples:
 - Increasing the quality of dementia care in health care delivery systems.
 - Improving access to Long-Term Services and Support Systems/Health Services, as well as home and community-based services, through improved care coordination.
 - Researching effective health care system strategies and technologies that aid in reducing incidents of re-hospitalization and emergency department use.
- ☐ Populations Suffering from Health Disparities. Examples:
 - Investigating the racial, ethnic, gender, sexual orientation/identity, and socioeconomic differences and their impacts on risk and treatment outcomes for Alzheimer's disease and related dementias.
 - Increasing the quality of dementia care in health care delivery systems, particularly as it relates to cultural and linguistic competency.

REVIEWER RECRUITMENT

Reviewer Recommendation #2:

Name: _____

Institution: _____

Telephone: _____

E-mail: _____

Identify any known conflicts of interest of this reviewer. If none, write none:

Reviewer Area of Expertise: Check all boxes that apply.

- ☐ Caregiving. Examples:
 - Improving the delivery of social support and health care services for Alzheimer's disease patients and their families and caregivers.
 - Understanding and alleviating the financial, emotional and physical impact of caring for a loved one with Alzheimer's disease or a related disorder.
- ☐ Prevention. Examples:
 - Identifying risk and preventive factors for Alzheimer's disease such as sleep patterns; chronic diseases such as high blood pressure, heart disease and diabetes, and the impacts of exercise and nutrition.
 - Developing and/or using appropriate risk assessments, diagnostic tools, and effective interventions to prevent and treat Alzheimer's disease and related dementias among California's diverse population.
- ☐ Early Diagnosis and Detection. Examples:
 - Detection of dementia by primary care practitioners and specialists through the use of brain imaging, or standardized clinical tests of memory and thinking abilities.
 - Innovative methods of linking research findings and technological advances with clinical practice, medical education and new medical settings.
 - Evaluating best practice clinical guidelines or toolkits.
- ☐ Long-Term Services and Support Systems/Health Services. Examples:
 - Increasing the quality of dementia care in health care delivery systems.
 - Improving access to Long-Term Services and Support Systems/Health Services, as well as home and community-based services, through improved care coordination.
 - Researching effective health care system strategies and technologies that aid in reducing incidents of re-hospitalization and emergency department use.
- ☐ Populations Suffering from Health Disparities. Examples:
 - Investigating the racial, ethnic, gender, sexual orientation/identity, and socioeconomic differences and their impacts on risk and treatment outcomes for Alzheimer's disease and related dementias.
 - Increasing the quality of dementia care in health care delivery systems, particularly as it relates to cultural and linguistic competency.

REVIEWER RECRUITMENT

Reviewer Recommendation #3:

Name: _____

Institution: _____

Telephone: _____

E-mail: _____

Identify any known conflicts of interest of this reviewer. If none, write none:

Reviewer Area of Expertise: Check all boxes that apply.

- ☐ Caregiving. Examples:
 - Improving the delivery of social support and health care services for Alzheimer's disease patients and their families and caregivers.
 - Understanding and alleviating the financial, emotional and physical impact of caring for a loved one with Alzheimer's disease or a related disorder.
- ☐ Prevention. Examples:
 - Identifying risk and preventive factors for Alzheimer's disease such as sleep patterns; chronic diseases such as high blood pressure, heart disease and diabetes, and the impacts of exercise and nutrition.
 - Developing and/or using appropriate risk assessments, diagnostic tools, and effective interventions to prevent and treat Alzheimer's disease and related dementias among California's diverse population.
- ☐ Early Diagnosis and Detection. Examples:
 - Detection of dementia by primary care practitioners and specialists through the use of brain imaging, or standardized clinical tests of memory and thinking abilities.
 - Innovative methods of linking research findings and technological advances with clinical practice, medical education and new medical settings.
 - Evaluating best practice clinical guidelines or toolkits.
- ☐ Long-Term Services and Support Systems/Health Services. Examples:
 - Increasing the quality of dementia care in health care delivery systems.
 - Improving access to Long-Term Services and Support Systems/Health Services, as well as home and community-based services, through improved care coordination.
 - Researching effective health care system strategies and technologies that aid in reducing incidents of re-hospitalization and emergency department use.
- ☐ Populations Suffering from Health Disparities. Examples:
 - Investigating the racial, ethnic, gender, sexual orientation/identity, and socioeconomic differences and their impacts on risk and treatment outcomes for Alzheimer's disease and related dementias.
 - Increasing the quality of dementia care in health care delivery systems, particularly as it relates to cultural and linguistic competency.

REVIEWER RECRUITMENT

Reviewer Recommendation #4:

Name: _____

Institution: _____

Telephone: _____

E-mail: _____

Identify any known conflicts of interest of this reviewer. If none, write none:

Reviewer Area of Expertise: Check all boxes that apply.

- ☐ **Caregiving.** Examples:
 - Improving the delivery of social support and health care services for Alzheimer's disease patients and their families and caregivers.
 - Understanding and alleviating the financial, emotional and physical impact of caring for a loved one with Alzheimer's disease or a related disorder.
- ☐ **Prevention.** Examples:
 - Identifying risk and preventive factors for Alzheimer's disease such as sleep patterns; chronic diseases such as high blood pressure, heart disease and diabetes, and the impacts of exercise and nutrition.
 - Developing and/or using appropriate risk assessments, diagnostic tools, and effective interventions to prevent and treat Alzheimer's disease and related dementias among California's diverse population.
- ☐ **Early Diagnosis and Detection.** Examples:
 - Detection of dementia by primary care practitioners and specialists through the use of brain imaging, or standardized clinical tests of memory and thinking abilities.
 - Innovative methods of linking research findings and technological advances with clinical practice, medical education and new medical settings.
 - Evaluating best practice clinical guidelines or toolkits.
- ☐ **Long-Term Services and Support Systems/Health Services.** Examples:
 - Increasing the quality of dementia care in health care delivery systems.
 - Improving access to Long-Term Services and Support Systems/Health Services, as well as home and community-based services, through improved care coordination.
 - Researching effective health care system strategies and technologies that aid in reducing incidents of re-hospitalization and emergency department use.
- ☐ **Populations Suffering from Health Disparities.** Examples:
 - Investigating the racial, ethnic, gender, sexual orientation/identity, and socioeconomic differences and their impacts on risk and treatment outcomes for Alzheimer's disease and related dementias.
 - Increasing the quality of dementia care in health care delivery systems, particularly as it relates to cultural and linguistic competency.

REVIEWER RECRUITMENT

Reviewer Recommendation #5:

Name: _____

Institution: _____

Telephone: _____

E-mail: _____

Identify any known conflicts of interest of this reviewer. If none, write none:

Reviewer Area of Expertise: Check all boxes that apply.

- ☐ **Caregiving.** Examples:
 - Improving the delivery of social support and health care services for Alzheimer's disease patients and their families and caregivers.
 - Understanding and alleviating the financial, emotional and physical impact of caring for a loved one with Alzheimer's disease or a related disorder.
- ☐ **Prevention.** Examples:
 - Identifying risk and preventive factors for Alzheimer's disease such as sleep patterns; chronic diseases such as high blood pressure, heart disease and diabetes, and the impacts of exercise and nutrition.
 - Developing and/or using appropriate risk assessments, diagnostic tools, and effective interventions to prevent and treat Alzheimer's disease and related dementias among California's diverse population.
- ☐ **Early Diagnosis and Detection.** Examples:
 - Detection of dementia by primary care practitioners and specialists through the use of brain imaging, or standardized clinical tests of memory and thinking abilities.
 - Innovative methods of linking research findings and technological advances with clinical practice, medical education and new medical settings.
 - Evaluating best practice clinical guidelines or toolkits.
- ☐ **Long-Term Services and Support Systems/Health Services.** Examples:
 - Increasing the quality of dementia care in health care delivery systems.
 - Improving access to Long-Term Services and Support Systems/Health Services, as well as home and community-based services, through improved care coordination.
 - Researching effective health care system strategies and technologies that aid in reducing incidents of re-hospitalization and emergency department use.
- ☐ **Populations Suffering from Health Disparities.** Examples:
 - Investigating the racial, ethnic, gender, sexual orientation/identity, and socioeconomic differences and their impacts on risk and treatment outcomes for Alzheimer's disease and related dementias.
 - Increasing the quality of dementia care in health care delivery systems, particularly as it relates to cultural and linguistic competency.

REVIEWER RECRUITMENT

Reviewer Recommendation #6:

Name: _____

Institution: _____

Telephone: _____

E-mail: _____

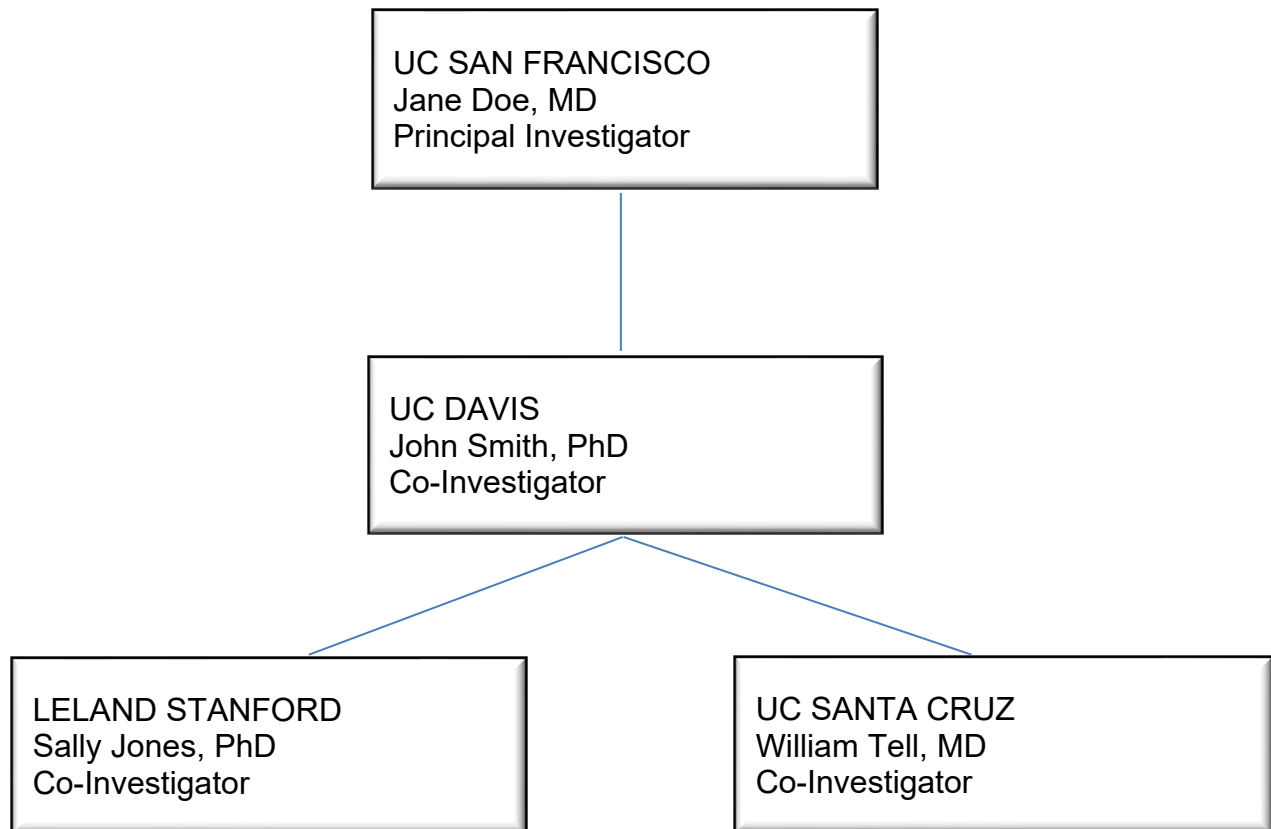
Identify any known conflicts of interest of this reviewer. If none, write none:

Reviewer Area of Expertise: Check all boxes that apply.

- ☐ **Caregiving.** Examples:
 - Improving the delivery of social support and health care services for Alzheimer's disease patients and their families and caregivers.
 - Understanding and alleviating the financial, emotional and physical impact of caring for a loved one with Alzheimer's disease or a related disorder.
- ☐ **Prevention.** Examples:
 - Identifying risk and preventive factors for Alzheimer's disease such as sleep patterns; chronic diseases such as high blood pressure, heart disease and diabetes, and the impacts of exercise and nutrition.
 - Developing and/or using appropriate risk assessments, diagnostic tools, and effective interventions to prevent and treat Alzheimer's disease and related dementias among California's diverse population.
- ☐ **Early Diagnosis and Detection.** Examples:
 - Detection of dementia by primary care practitioners and specialists through the use of brain imaging, or standardized clinical tests of memory and thinking abilities.
 - Innovative methods of linking research findings and technological advances with clinical practice, medical education and new medical settings.
 - Evaluating best practice clinical guidelines or toolkits.
- ☐ **Long-Term Services and Support Systems/Health Services.** Examples:
 - Increasing the quality of dementia care in health care delivery systems.
 - Improving access to Long-Term Services and Support Systems/Health Services, as well as home and community-based services, through improved care coordination.
 - Researching effective health care system strategies and technologies that aid in reducing incidents of re-hospitalization and emergency department use.
- ☐ **Populations Suffering from Health Disparities.** Examples:
 - Investigating the racial, ethnic, gender, sexual orientation/identity, and socioeconomic differences and their impacts on risk and treatment outcomes for Alzheimer's disease and related dementias.
 - Increasing the quality of dementia care in health care delivery systems, particularly as it relates to cultural and linguistic competency.

EXAMPLE OF AN ORGANIZATION CHART

The following is an example of a consortium organization chart. Please supply a chart showing the management structure of the project, if applicable.



PAYEE DATA RECORD & SUPPLEMENT (STD 204)

All applicants must complete the Payee Data Record (STD 204) and include it with the request for application proposal.

Download the [Payee Data Record \(STD 204\)](#).

If you do not have internet access, please contact the Centralized Contract Services Unit (CCSU) Analyst listed on this solicitation.

THE REST OF THIS PAGE IS INTENTIONALLY LEFT BLANK

APPLICATION CHECKLIST

Application components should be submitted in the following order:

- ☐ Project Application Face Sheet - Page 20
- ☐ Consortium Application, if applicable - Page 23
- ☐ Table of Contents - Page 27
- ☐ Project Summary - Page 28
- ☐ Project Activities - Page 29
- ☐ Body of Proposal/Research Strategy - Page 30
- ☐ Budget - Page 32
- ☐ Budget Justification - Page 34

APPENDICES:

- ☐ Biographical Sketch(es) – Page 37
- ☐ Project Timeline – Page 38
- ☐ Proposed Topic Area – Page 39
- ☐ Reviewer Recruitment (6 pages) – Page 40
- ☐ Organization Chart – Page 47
- ☐ Form STD 204 – Page 48