

## **Request for Applications – HPRC FY2026 Seed Grant Funding**

### **1. Research Focused on Obesity • Physical Activity • Nutrition 2. Research focused on Other Topics aligned with the HPRC mission**

The **TSET Health Promotion Research Center (HPRC)** of the NCI-Designated Stephenson Cancer Center (SCC) at The University of Oklahoma Health Sciences Center (OUHSC) is soliciting research seed grant proposals for FY2026. Applicants are invited to submit applications for research projects designed to increase HPRC collaborations and support the HPRC mission by moving the field of health promotion research forward in Oklahoma. This RFA aims to fund innovative research ideas and preliminary data collection that will enable investigators to successfully compete for national research grants. Doctoral level investigators at all levels (Assistant, Associate, Full Professor) are invited to submit proposals. **All awarded research funds (i.e., up to \$50,000 in direct costs per year up to 2 years) must be expended by June 30, 2026, for one-year grants or by June 30, 2027, for two-year grants, carryover is not allowed.** The HPRC expects to fund up to 4 applications in FY2026.

**About the HPRC:** The mission of the [HPRC](#) is to reduce the burden of disease in Oklahoma by addressing modifiable health risk factors such as tobacco use, sedentary lifestyle, poor diet, obesity, cancer screening, and risky alcohol and other substance use through research, novel intervention development (e.g., cancer survivorship), and dissemination of research findings. The HPRC contains four major resources that facilitate research, which are led by HPRC faculty: 1) Dr. Businelle leads the [Mobile Health Shared Resource](#), 2) Dr. Kendzor leads the [Tobacco Treatment Research Program](#) (TTRP), 3) Drs. Cohn and Oliver lead the [Training Program](#), and 4) Dr. Queimado leads the [Tobacco Regulatory Science Clinical Lab](#).

#### **Key Dates:**

**March 3, 2025, by 5:00 pm:** Email your project title, proposed budget, budget justification, and abstract (or a few sentences describing your project so that we can assign reviewers). Please see additional instructions on page 3.

**March 31, 2025, by 5:00 pm:** Full application due (5 pages - excluding references cited)

**May 5, 2025:** Funding decisions made

**July 1, 2025 - June 30, 2026:** Project period for one-year grant

**July 1, 2025 - June 30, 2027:** Project period for two-year grant (Funding for year 2 is contingent on satisfactory progress in year 1)

#### **Eligibility:**

- PIs must be HPRC Faculty or HPRC Faculty Affiliates. Multiple PI proposals with at least one PI having a faculty appointment at HPRC and/or OUHSC are encouraged but not required.
- **To apply to become an HPRC Faculty Affiliate**, doctoral level researchers affiliated with Oklahoma universities, state, tribal, and/or not-for-profit organizations should complete a brief application here: [HPRC Faculty Affiliate Application](#)
- Research must be conducted primarily in Oklahoma.
- Postdoctoral fellows are not eligible as PIs unless they are beginning a faculty position at an Oklahoma university on or before July 1, 2025 (verification of new appointment will be needed prior to receiving funding).
- PIs/MPIs may submit multiple applications; however, **PIs/MPIs may only hold one HPRC Seed Grant award at a time.**
- **PIs/MPIs currently holding HPRC Seed Grants during FY25 are not eligible to apply for the FY26 HPRC Seed Grants** but will be eligible to apply again for the FY27 cycle.

**Maximum Direct Costs for this Award:** \$50,000 (one-year grant) or \$100,000 (\$50,000 per year up to two years). **Please note that these funds may not be used for international travel, to support faculty salaries, or for tuition remission. For 2-year grants, carryover is not allowed.**

**Indirect Costs:** In accordance with TSET's indirect cost policy, HPRC seed grant indirect costs are paid to eligible institutions but cannot exceed 10% of all direct costs associated with the project.

**Term:** July 1, 2025 - June 30, 2026 (one-year grant)  
July 1, 2025 - June 30, 2027 (two-year grant)

**Source of Funds:** In January 2023, the Tobacco Settlement Endowment Trust (TSET) Board of Directors renewed its funding to the HPRC through 2026. Over the last 16 years, funding from TSET has propelled the HPRC's cutting-edge research into nicotine dependence and tobacco cessation. Notably, several other key modifiable health risk factors have a substantial negative impact on the health of Oklahomans, and these factors have increasingly become a research focus of HPRC investigators. Thus, following the lead of TSET, the HPRC's mission has been expanded (see the HPRC Mission above). **Please note that funding of these seed grants is contingent upon future funding from TSET.**

## Evaluation Process

Full applications in response to this call will be reviewed by reviewers with expertise in health disparities, health related interventions, physical activity, nutrition, and/or obesity. Final determinations for awards will be made by the HPRC Scientific Advisory Committee (SAC). The SAC is a panel of reviewers recruited from research entities inside and outside Oklahoma specifically for their expertise in the scientific disciplines relevant to health promotion research. The SAC will evaluate the proposals and rank order them for funding priority based on the quality of the application and the relevance of the proposal to the mission of the HPRC (e.g., improvement of the health and well-being of individuals living in Oklahoma) with a focus on: 1) understanding and/or addressing obesity, physical activity, nutrition, and/or sedentary lifestyle in Oklahomans, and 2) understanding and addressing other key modifiable health risk factors (e.g., tobacco use, risky alcohol and other substance use), cancer screening, and cancer survivorship. Minimal feedback may be provided to applicants based on SAC discussion during the review meeting.

**Investigators from Underrepresented Racial and Ethnic Groups:** The HPRC recognizes the value to science and society of increasing the number of investigators who are members of racial and ethnic groups underrepresented in academic research careers. Investigators from underrepresented groups are strongly encouraged to submit applications.

## Primary Research Areas

**Diverse and Vulnerable Populations:** Proposals that include diverse, vulnerable, or at-risk populations are strongly encouraged, such as those that focus on racial/ethnic minorities, youth and young adults, females, rural populations, socioeconomically disadvantaged populations, gender/sexual minorities, cancer survivors, and populations with co-occurring addictions or mental disorders.

**Research Areas:** Priority research proposals should focus on:

1. Understanding and/or addressing obesity, physical activity, nutrition, and/or sedentary lifestyle in Oklahomans. Studies may focus on: 1) gaining an understanding of the prevalence, correlates, causes, and/or predictors of these health risk factors, 2) developing and/or evaluating novel behavioral interventions (including mobile health interventions), or 3) evaluating the impact of specific health-related policies on these health risk behaviors in Oklahoma. Our goal is to support research studies that further

the understanding of health behaviors and yield results directly applicable to making practice changes in organizations and systems related to nutrition, understanding, preventing or reducing obesity, and eating healthy and getting regular exercise. These seed grants should inform new program development, identify the core elements of successful interventions, and inform approaches to serving priority populations in rural and underserved counties, health systems, and school systems.

**Examples of responsive applications include:**

- Research studies that can offer new insights into the best practices for public health interventions focused on obesity, physical activity, and/or nutrition; funding could support pilot implementation of novel interventions for specific priority populations.
  - Research that focuses on increasing understanding of barriers to or implementation of best-practice public health policies related to obesity, physical activity, and/or nutrition that have been shown to improve health behaviors.
  - Projects that seek novel and innovative ways to use health systems data to tailor interventions or informatics to support timely interventions for risk factors for chronic conditions.
  - Projects that seek to increase the understanding of and/or improve measurement of prevention programs related to TSET mission areas.
  - Projects that seek to improve understanding of the causes of obesity, sedentary behavior, and consumption of less healthy foods.
2. Understanding and addressing key modifiable health risk factors (e.g., tobacco use, alcohol and other substance use), cancer screening, and cancer survivorship. Studies may be designed to: 1) gain understanding of the prevalence, correlates, and/or predictors of modifiable health risk factors, 2) develop/evaluate novel behavioral interventions (including mobile health interventions), or 3) evaluate the impact of health-related policies in Oklahoma.

## Required Application Materials

**Routing:**

**OUHSC PIs:** Email the project title, proposed budget, budget justification, and abstract (or a few sentences describing your project so that we can assign reviewers) to [Lisa-Asch@ouhsc.edu](mailto:Lisa-Asch@ouhsc.edu) and Cc: [Derek-Matthesen@ouhsc.edu](mailto:Derek-Matthesen@ouhsc.edu) for review by **5:00 pm on March 3, 2025**. Please include “FY26 HPRC Seed Grant Budget Review [PI’s Last Name]” in the subject line. Routing via SoonerTrack is not required for any part of the application. The budget and budget justification are the only items reviewed for compliance prior to submission.

**External PIs:** Email the project title, proposed budget, budget justification, and abstract (or a few sentences describing your project so that we can assign reviewers) to [Derek-Matthesen@ouhsc.edu](mailto:Derek-Matthesen@ouhsc.edu) for review by **5:00 pm on March 3, 2025**. Please include “FY26 HPRC Seed Grant Budget Review [PI’s Last Name]” in the subject line.

**Full applications are due by 5:00 pm on March 31, 2025, and must include each of the following components to be reviewed and must be combined in this order as one PDF:**

1. Biosketch(es): PI(s) and ALL doctoral level key personnel (use the [NIH biosketch format](#))
2. Detailed budget worksheet, including itemized costs
3. Detailed budget justification (Please note: International travel, faculty salaries, and tuition remission are not allowed. Carryover is not allowed, and for 2-year grants, carryover is not allowed between years 1 and 2.)
4. Study abstract (maximum 350 words). **Note: Application titles and abstracts of funded applications may appear on the HPRC website.**
5. Complete grant applications should include (do not exceed 5 pages total – excluding references cited):

- a. Specific Aims – 1 page
  - b. Background and significance – 1 page
  - c. Innovation – ¼ page
  - d. Approach (i.e., Research Plan, Methods, Analyses) – 2.5 pages
  - e. HPRC mission relevance statement and a discussion of how the proposal will lead to subsequent grant applications to external funding agencies (e.g., NIH) – ¼ page
  - f. References cited (not included in the 5-page limit)
6. Relevant letters of support (optional)

Please note that if you are awarded an HPRC Seed Grant, the PI/MPIs will be required to complete and return the **Subcontractor Certification of Non-Acceptance of Tobacco Funds** and **Subcontractor Non-Collusion Certification** forms attached to this RFA.

Awardees will also be required to submit **progress reports** on the following schedule:

Complete the short mid-year and year 1/final HPRC seed grant progress reports for year 1 by January 31, 2026, and July 31, 2026, respectively, and for year 2 by January 31, 2027, and July 31, 2027, respectively. These progress reports will be used to inform the HPRC annual report required by TSET. Thus, your timely completion of these reports will enable the HPRC to continue funding future seed grants. Please note that year 2 funding is contingent on satisfactory progress reported in the Mid-Year Progress Report in year 1.

**All application materials should follow NIH formatting (e.g., ½ inch margins; 11-point Arial font) and should be submitted by 5:00 pm on March 31, 2025.**

**The PI or a staff member may submit the application via the application link below once approval of the budget and budget justification has been granted:**

**[Application Link](#)**

Questions concerning the **application or award process** should be directed to:  
[Derek-Matthesen@ouhsc.edu](mailto:Derek-Matthesen@ouhsc.edu)

**No late materials or changes to applications will be allowed after the submission deadline.**

**\*\*IRB approval is not required at the time of the submission; however, given the timeline of these pilot projects, study teams are STRONGLY encouraged to submit an IRB application close to the grant submission due date (i.e., March 31, 2025) so that you have the full 1-2-year term to complete your study. Applications that add a new component to an ongoing IRB-approved study will be given consideration for funding.**



**Oklahoma Tobacco Settlement Endowment Trust**  
**Subcontractor Certification of Non-Acceptance of Tobacco Funds**

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**Organization/Grantee/Principal Investigator Name:**

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The organization or individual named above hereby certifies that during the term of the agreement for which work is reimbursed in whole or in part by the Oklahoma Tobacco Settlement Endowment Trust the organization or individual will neither have a direct or indirect affiliation or contractual relationship with a company or foundation engaged in or funded by the manufacture of tobacco, tobacco products, and/or electronic nicotine delivery systems (ENDS), nor will it accept any type of funding from such a company or foundation. The organization or individual further certifies that it will not engage in the manufacture of tobacco products during the term of the grant. This restriction does not apply to the growth or use of noncommercial tobacco for ceremonial use.

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**CERTIFICATION**

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I, the official named below, hereby swear that I am duly authorized legally to bind the grant recipient, contractor, or principal investigator (as applicable) to the above-described certification. I am fully aware that this certification, executed on the date below, is made under penalty of perjury under the laws of the State of Oklahoma.

Director of Agency or Principal Investigator:

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Signature

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Date

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Printed Name and Title



# TSET

## Subcontractor Non-Collusion Certification

**INSTRUCTIONS:** The subcontractor must complete both pages of this form for any subcontracts to be reimbursed in whole or in part by TSET funds and submit it to the grantee. Grantee will submit this form to TSET with any other required documentation.

Grantee Organization: \_\_\_\_\_ TSET Contract #: \_\_\_\_\_

Subcontractor Legal Name: \_\_\_\_\_

### SECTION I [74 O.S. § 85.22]:

A. For purposes of competitive bid,

1. I am the duly authorized agent of the above-named bidder, for the purpose of certifying the facts pertaining to the existence of collusion among and between bidders and suppliers and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in connection with the prospective acquisition;
2. I am fully aware of the facts and circumstances surrounding the acquisition or making of the bid to which this statement relates and have been personally and directly involved in the events leading to the acquisition or submission of such bid; and
3. Neither the business entity that I represent in this certification nor anyone subject to the business entity's direction or control has been a party:
  - a. to any collusion among bidders or suppliers in restraint of freedom of competition by agreement to bid or contract at a fixed price or to refrain from bidding or contracting,
  - b. to any collusion with any state official or employee as to quantity, quality, or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c. to any discussions between bidders or suppliers and any state official concerning exchange of money or other thing of value for special consideration in connection with the prospective contract.

B. I certify, if awarded the contract, whether competitively bid or not, neither the business entity I represent nor anyone subject to the business entity's direction or control has paid, given, or donated or agreed to pay, give, or donate to any officer or employee of this state any money or other thing of value, either directly or indirectly, in procuring the contract to which this statement relates.

### SECTION II [74 O.S. § 85.42]:

For the purpose of a contract for services, the supplier also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the supplier to fulfill any of the services provided for under said contract.

### SECTION III [74 O.S. § 582]:

For the purpose of a contract for goods or services, the supplier also certifies is not currently engaged in a boycott of goods or services from Israel that constitutes an integral part of business conducted or sought to be conducted with the state.

The undersigned, duly authorized agent for the above-named bidder or supplier, by signing below acknowledges this certification statement is executed for the purposes of:

☐ the competitive bid attached herewith and contract, if awarded to said supplier;

**OR**

☐ the contract attached herewith, which was not competitively bid and awarded by the agency pursuant to applicable Oklahoma statutes.

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Supplier Authorized Signature

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Certified This Date

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Printed Name

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Title

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Phone Number

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Email