

## **I. HHDC BRIDGE PILOT GRANT OVERVIEW**

The objective of the Bridge Grant program is to provide funding for a limited duration to enhance University of Oklahoma faculty members' competitiveness for extramural funding. These awards are specifically for faculty members who have submitted applications to extramural funding agencies, such as NIH, American Diabetes Association, or Breakthrough T1D, that have been reviewed and scored but not funded. Bridge Grant support provides a mechanism through which investigators can address scientific issues raised in peer review critiques, generate essential preliminary data, and submit more competitive revised applications. This program provides support to maintain essential laboratory functions for eligible investigators during the review process for applications.

### **Funding Priorities**

Applications should be closely aligned with the mission of the HHDC to increase understanding about the causes and consequences of diabetes and closely related cardiometabolic conditions like obesity, liver disease, and cancer as well as strategies for prevention or treatment of these conditions. Proposals may include basic science approaches, pre-clinical models, clinical studies that enroll new participants, or analyses of existing samples and data. The goal of all HHDC funding projects should be to support the development of successful extramural grants from the NIH (e.g. NIDDK grants will be given priority), American Diabetes Association, Breakthrough T1D, etc.

Proposals that address one or more of the following themes are HHDC funding priorities:

**Theme 1: Diabetes and Obesity, origins within the first 1000 days of life or changes across the lifespan.** These are proposals that aim to gain basic science and clinical knowledge on the inter-relationship of obesity and diabetes during fetal development and early life, or across the lifespan. For example, we are interested in studies of the genetic, epigenetic, and environmental basis of susceptibility to developing insulin resistance, metabolic dysregulation, inflammation, macrovascular and microvascular diabetic complications, obesity, and diabetes. This includes studies of type 1, type 2, and gestational diabetes, and pre-diabetes.

**Theme 2: Complications from diabetes and related metabolic disease.** Proposals in this area examine how diabetes, obesity, or complications thereof result in increased morbidity and mortality. Translational research focused on basic mechanisms of disease in pre-clinical models of obesity/diabetes are acceptable.

**Theme 3: Clinical Research/Public Health.** We seek proposals to investigate new treatments, interventions, and technology for diabetes management, along with strategies to raise awareness, promote prevention, or improve diabetes care. Proposals that address health disparities related to diabetes, and early-stage clinical investigators are particularly encouraged.

**Theme 4: Diabetes/Obesity and Cancer.** Proposals in this area examine how diabetes or obesity affect the risk or treatment of cancer. Proposals may include basic and/or clinical models. Team science and novel pilot projects in this area are jointly supported by HHDC and Stephenson Cancer Center.

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**II. SUPPORT**

The amount of Bridge Grant support is determined by the grant mechanism and the amount of funding originally requested.

A. Category 1 grants: HHDC funding = \$100,000 for a one-year project period. This category supports multi-year projects with total direct costs  $\geq$  \$750,000. This includes, but is not limited to, NIH Research Project Grants (R01), Research Project–Cooperative Agreements (U01), Program Project and Center Grants (P series), and similar multi-year projects from other external agencies.

B. Category 2 grants: HHDC funding = \$30,000 for a one-year project period. This category supports smaller grant applications with total direct costs  $\geq$  \$150,000. This includes, but is not limited to other NIH R series Research Grants (e.g., R03, R21, R33, etc.), or similar grants from other external agencies.

**Note** that NIH K series (Career Development Awards) and F series (Fellowships) are not eligible for this funding mechanism.

Applicants may apply at maximum two times for the same project, contingent upon a demonstrated improvement in the NIH summary statement or priority score with each subsequent submission.

**III. ELIGIBILITY**

All HHDC Bridge Pilot Program Applicant Principal Investigators (PIs) must be full-time faculty affiliated with the University of Oklahoma. The PI must be an active HHDC Member or Associate Member at the time the Letter of Intent is submitted. The PI may not have an active HHDC Novel, Bridge, I2 Accelerator, or Team Science grant in the role of PI or MPI concurrent with a new proposal. The PI of a new Bridge Pilot proposal may maintain roles as Co-Investigators (Co-Is) on active HHDC-supported grants.

Priority will be given to applicants who fall into one of the following categories, in order of priority:

1. New investigator without current or past major independent research support (e.g., NIH R01, P01 or equivalent). K awardees are encouraged to apply. Applications from new investigators (within 5 years of first full academic appointment and never having received independent federal funds) are given special consideration during peer review and at the time of funding.

2. Established, funded investigator with no previous work in diabetes or related areas who will apply their expertise to a diabetes or related problem.

3. Established investigators in diabetes or related areas who will test the feasibility of a new or innovative idea that represents a significant departure from their funded research. Emphasis will be given to projects that initiate a new collaboration with one or more investigators active in diabetes or related research or establish a new approach or analysis that will increase the likelihood of future external funding.

### **HHDC Bridge Grant Eligibility Criteria**

Before submitting an application, the Principal Investigator (PI) must confirm agreement with the following eligibility criteria:

- I am a full-time faculty member with an active appointment at the University of Oklahoma.
- I am a current Member or Associate Member of the Harold Hamm Diabetes Center (HHDC).
- I do not hold PI or MPI status on any active HHDC Novel, Bridge, I2 Accelerator, or Team Science grant that will run concurrently with this proposed grant.

## **IV. APPLICATION PROCEDURES**

### **A. Letter of Intent (LOI)**

The purpose of the LOI is to provide an initial description of your proposed project so that the HHDC Grants Review Committee can determine: if the proposed project fits within the HHDC research mission; the novelty, significance, and feasibility of the proposed project; if appropriate collaborators have been identified; and the likelihood of the findings to support future external grant applications once successfully completed.

The required LOI elements for Year 1 applicants include:

1. Face Page with investigator name contact information. High level overview of submitted grant application and review. Denote intentions to apply for HHDC Bridge Grant Category 1 (\$100,000) or 2 (\$30,000).
2. Project Title. (200-character limit)
3. Personal Statement that briefly describes why the Contact PI/Team Lead and study team are well-suited for their roles in this project and the reason for the application. (No more than 250 words.)
4. Project Summary. (Layman's terms. No more than 500 words)
5. Project Specific Aims. Be sure to include a well-constructed study question. (1 page maximum, NIH Format.)
6. NIH format Biosketch(es) (5 pages max per Biosketch) for the PI and any Co-Investigators that are listed as Key Personnel.

### **B. Full Application - *By Invitation Only***

A complete Year 1 full application consists of the following:

1. Face Page with investigator name contact information. High level overview of submitted grant application and review. Denote intentions to apply for HHDC Bridge Grant Category 1 (\$100,000) or Category 2 (\$30,000).
2. Project Title. (200-character limit)
3. Project Summary. (Layman's terms. No more than 500 words)
4. Detailed Budget for Year 1. (Follow SF-424 format)
5. Provide a detailed budget justification only for Year 1. Follow NIH format.
6. NIH format Biosketch(es) (5 pages max per Biosketch) for the PI and any Co-Investigators that are listed as Key Personnel. Upload a single PDF file of all biosketches.

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7. Scored Summary Statement.
8. For Multi-PI Grants only (One page limit):
  - a. Provide the total direct costs for your portion of the multi-PI grant.
  - b. Outline your role in the project and describe how the funds will address the critiques specific to your portion of the research plan and how they will integrate with other investigators.
9. Plan for Addressing Critiques in Summary Statement (Two-page limit):
  - a. For scored applications not yet resubmitted, explain how you plan to respond to each critique during the funding period.
  - b. For scored applications already resubmitted, provide the response to the critiques in the resubmitted application.
10. Timeline (One page limit):
  - a. For scored applications not yet resubmitted, provide a timeline as to when a revised application is anticipated to be submitted.
  - b. For scored applications already resubmitted, provide a timeline as to when the study section and advisory council meet, and anticipated date funding would start if the application were successful.
11. Copy of the scored application:
  - a. For scored applications not yet resubmitted, provide the complete scored application.
  - b. For scored applications already resubmitted, provide the complete resubmitted application.
12. Appendix Items
  - A. Letters of Support from project collaborators (Optional).
  - B. Required only if a PI has a Temporary Faculty Appointment. A letter from the Department Chairperson and approval from the Vice President for Research.
13. Required Signatures: Signature of PI and ORA Official (or equivalent) are required prior to submission.

**V. BUDGETARY GUIDELINES**

**Allowable Costs**

- A. Applicants may request between \$30,000 and \$100,000 in direct costs for a one-year project period. The maximum allowable budget is determined by the grant mechanism originally applied for and the total amount of funding initially requested. Category 1 HHDC Bridge grants are intended to support multi-year project grant applications with total direct costs  $\geq$  \$750,000. Category 2 HHDC Bridge grants are intended to support smaller grant applications with total direct costs  $\geq$  \$150,000. Each budget item should be carefully justified as necessary for the project.
- B. Domestic travel is allowed and includes travel within and between any of the 50 states of the United States and its possessions and territories and travel between the United States and Canada and within Canada.
- C. Publication fees may be included.

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- D. Salary and fringe benefits may be requested for the University of Oklahoma Health Campus Principal Investigator up to \$25,000 in total (salary + fringe benefits = \$25,000). Only applies to Category 1 Bridge grant applicants; Category 2 Bridge grant applicants are not eligible for PI salary and fringe benefit support.
- E. The majority of the project is expected to be performed within the University of Oklahoma Health Campus by OU PI(s) and their research teams. External partners are allowed (e.g., as consultants or on a fee-for-service basis), especially if they strengthen the approach, increase feasibility, or otherwise improve the project. However, the subaward is limited to 35% of the total budget. Please note that indirect costs are not allowed on sub-awards.
- F. Salary and fringe benefits are allowed for research staff, students, postdoctoral research fellows, residents, and clinical fellows who are not PIs and/or key personnel on the grant.
- G. Graduate Research Assistants (GRAs) with committed effort on a project may include applicable tuition and insurance costs in the budget.

**Program restrictions**

- A. Funds may not be requested for the following:
  - 1. Clerical support, including office supplies, except those carefully justified as specifically required for research purposes.
  - 2. Office equipment or furniture, laboratory furniture, or therapeutic equipment.
  - 3. Alterations and renovations.
  - 4. Hospital per diem charges.
  - 5. Purchase of books, periodicals, or library services.
  - 6. Foreign travel (any travel outside of Canada and the United States and its territories and possessions).
  - 7. Laboratory equipment over \$5,000.
  - 8. Salary, fringe benefits, and indirect costs for non-OU Health Principal Investigators, including investigators from OMRF and other non-OU Health institutions.
  - 9. Salary support for Co-Investigators with faculty appointments.
  - 10. Indirect costs.

**VI. ADMINISTRATIVE REQUIREMENTS**

- A. The maximum project period is 12 months.
- B. HHDC Bridge Grant funds are to act as a bridge when an application has been scored but not funded. HHDC Bridge Grant funded projects may not be funded by another mechanism during the award period. Unexpended HHDC Bridge Grant funds must be returned if the project is funded by another mechanism during the award period.

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- C. A PI may receive up to two HHDC Bridge grants to support a distinct project/application. To apply for a second bridge grant for the same project, the application must demonstrate that the project was submitted to a funding agency, and the score has improved. Scores, comments, and other evidence provided by the applicant will be used to demonstrate that additional HHDC funding will help the applicant achieve external funding. If a PI has been funded for a distinct project, this project is not eligible for additional funding.
- D. Should an applicant receive their summary statement after submitting a HHDC Bridge Grant application and before the HHDC Bridge Grant is awarded, it is their responsibility to provide this statement to HHDC immediately upon receipt. In these instances, the newly received summary statement must be sent to [hhdccgrants@ouhsc.edu](mailto:hhdccgrants@ouhsc.edu). The new summary statement and score will be taken into account by the HHDC review panel when making funding decisions; applications with higher percentile scores on the resubmission may not be approved for funding.
- E. Any unspent funds must be returned upon termination of the grant; carryover of funds is not permitted.
- F. HHDC may allow a no-cost extension if circumstances warrant it. All requests for a no-cost extension must be submitted to the Office of Research Administration **AT LEAST 40 CALENDAR DAYS PRIOR** to the end date of the grant. Exceptions will not be entertained unless there are extenuating circumstances and approval has been obtained from the Director of the HHDC. The submission to ORA must include the HHDC Contract and Budget Modification Request Form, and a final version signed by both ORA and the PI must be provided before submission to HHDC.
- G. Re-budget requests must be submitted on the HHDC Contract and Budget Modification Request Form to the Office of the Research Administration and approved by HHDC. Any significant change in the budget (e.g., deviation of expenditures in a single category, increase or decrease by 25% or more of the total amount awarded) will require approval from the HHDC.
- H. Formatting Requirements: Font and margin specifications must be followed for the LOI and Full Application. The approved font options include two serif fonts (Palatino and Georgia) and two sans serif fonts (Arial and Helvetica). Font must be 11 points or larger. Use at least one-half inch margins (top, bottom, left, and right). Any figures or tables should use fonts and images that are large enough to read at normal print size without magnification.
- I. Approvals by Authorized Official: In accordance with OU Health Campus policy, all OU Health Campus full application applicants must submit a SoonerTrack routing form **at least three to five full business days prior to the full grant application deadline**. Applicants are expected to work with their assigned Sponsored Program Administrator (SPA) for review of the application, and to confirm the deadline for routing. Once the review is complete, the Full Application must be signed by the ORA Official before submission to HHDC. \*Please note this requirement only applies to Full Application submissions and does not apply to the Letter of Intent.

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- J. External applicants (only OU Norman and OU Tulsa external applicants are eligible for Bridge program) should use their own institution's offices for any grant processing and comply with their institution's grant application policies and procedures. Once the review is complete, the Full Application must be signed by their authorized signing official (equivalent to OU Health Campus ORA signing official) before submission to HHDC.
- K. Applicants who are selected for funding are responsible for getting the approval of the Institutional Review Board, Institutional Animal Care and Use Committee, Radiation Safety Committee and Institutional Biosafety Committee, where applicable. Applicants do not need to submit this information unless it is requested by HHDC. All protocols must be approved by the relevant review committees before funds are awarded.
- L. Letter of Intent Submission Instructions: Complete the Letter of Intent form provided below and submit it as a single PDF to [HHDCGrants@ouhsc.edu](mailto:HHDCGrants@ouhsc.edu) no later than **5:00 PM on Wednesday, January 14, 2026**. To extract the form, go to Menu → Print, select "Print to PDF", and save pages 9-11. Name the PDF application as follows: [Contact PI Last Name\_First Name\_Bridge]. To request a WORD version of the Letter of Intent form, e-mail [HHDCGrants@ouhsc.edu](mailto:HHDCGrants@ouhsc.edu). Failure to follow these instructions may result in your application being overlooked and not reviewed by the HHDC Grants Review Committee.
- M. Full Application Submission Instructions: Applicants invited to submit Full Application proposals will receive instructions at the time of invitation on how to submit their Full Application. If invited, Full Applications are due to HHDC no later than **5 PM on Wednesday, March 11, 2026**.

Please note all Full Applications require approval by an authorized official (refer to section IV Administrative Requirements, Letter G.) If you have questions regarding the Full Application submission process, please contact [HHDCGrants@ouhsc.edu](mailto:HHDCGrants@ouhsc.edu).

**VII. REVIEW CRITERIA**

- A. **Letter of Intent Review Criteria** The purpose of the LOI is to provide an initial description of your proposed project so that the HHDC Grants Review Committee can determine: if the proposed project fits within the HHDC research mission; the novelty, significance, and feasibility of the proposed project; if appropriate collaborators have been identified; and the likelihood of the findings to support future external grant applications once successfully completed.
- B. **Full Application Review Criteria**  
Applications will be reviewed based upon the Percentile Score provided on the Summary Statement or the Overall Rating provided in the Peer Review Summary Statement, appropriateness of the proposal to the HHDC Bridge Grant program, and response to critiques in Summary Statement.

**VIII. POST AWARD CONDITIONS**

**BRIDGE GRANT  
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- A. Grant administration: Questions about grant administration (e.g., budget modifications, changes in project personnel, extensions) should be addressed to the Sponsored Program Administrator assigned to the Contact PI/Team Lead (find your SPA: <https://research.ouhsc.edu/Research-Administration/About-ORA/SPA>).
- B. Progress Reports: A Final Progress Report is due to HHDC within **30 days of project termination**. It is the responsibility of the PI to submit the Final Progress Report. The report shall include a summary of research results; concise summary of significant discoveries, outcomes and progress in layman’s terms; funding that has been secured with the help of HHDC dollars; manuscripts published, submitted, or in preparation; presentations at professional meetings; and any technology development and patents derived from HHDC funds.
- C. Upon request by HHDC, the PI will be asked to provide periodic updates about funding that has been secured with the help of HHDC dollars; manuscripts published, submitted, or in preparation; presentations at professional meetings; and any technology development and patents derived from HHDC funds.
- D. Awardees are required to attend the HHDC Diabetes Research Symposium, held each November at the OU Health Campus.
- E. Acknowledgment of Funding – Recipients must cite this funding mechanism in any future scientific products, including publications, presentations, press releases, or other outputs, resulting from the supported work. The specific acknowledgement of the HHDC grant support to be used is, “Funded by a Harold Hamm Diabetes Center (grant type) Grant supported by the Harold Hamm Foundation”.

**FAILURE TO COMPLY WITH AWARD CONDITIONS WILL RENDER INVESTIGATORS INELIGIBLE TO APPLY FOR FUTURE HHDC FUNDING.**

Questions:

For questions, please contact [HHDCGrants@ouhsc.edu](mailto:HHDCGrants@ouhsc.edu)

UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER  
HAROLD HAMM DIABETES CENTER

**HHDC Bridge Pilot Letter of Intent - Year 1**

SECTION 1: FACE PAGE

**Principal Investigator (PI):** \_\_\_\_\_

PI Title/Appointments: \_\_\_\_\_

Primary Institution/ College/  
Department: \_\_\_\_\_

Campus Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Overview of Grant Under Consideration for Bridge Support:**

Title of Submitted/Scored  
Grant Application: \_\_\_\_\_

Date Scored Grant  
Submitted: \_\_\_\_\_

Percentile Score of NIH  
Scored Application: \_\_\_\_\_

If applicable, application  
type and score for Other  
Sponsor      **Sponsor:** \_\_\_\_\_      **Grant Mechanism:** \_\_\_\_\_  
**Score:** \_\_\_\_\_

Total Budget Requested  
from NIH/Other Sponsor: \_\_\_\_\_

**HHDC Bridge Grant Category:**

- Category 1: HHDC request of \$100,00 (original grant application is  $\geq$  \$750,000 in direct costs)
- Category 2: HHDC request of \$30,000 (original grant application is  $\geq$  \$150,000 in direct costs)

**PI Business/Grants**

**Administrator Contact:** \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

SECTION 2: PROJECT TITLE (200-character limit. Must match title of Bridged Grant)

SECTION 3: PERSONAL STATEMENT (Briefly describes why the Contact PI/Team Lead and study team are well-suited for their roles in this project and the reason for the application. No more than 250 words.)

SECTION 4: PROJECT SUMMARY (Layman's terms, no more than 500 words.)

SECTION 5: PROJECT SPECIFIC AIMS: Be sure to include a well-constructed study question. (1 page maximum, NIH Format.)

SECTION 6: KEY PERSONNEL BIOSKETCHES (Include biosketches for the PI and all Key Personnel. If a postdoctoral applicant, include Sponsor and Co-Sponsor (if applicable). 5 page maximum for an individual's biosketch.)

The following example template applies to full application proposals only. If your letter of intent is approved, you will be invited to complete the full application.

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UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER

HAROLD HAMM DIABETES CENTER

**HHDC Bridge Pilot Full Application - Year 1**

SECTION 1: FACE PAGE

**Principal Investigator (PI):** \_\_\_\_\_

PI Title/Appointments: \_\_\_\_\_

Institution/ College/  
Department: \_\_\_\_\_

Campus Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Overview of Grant Under Consideration for Bridge Support:**

Title of Submitted/Scored  
Grant Application: \_\_\_\_\_

Date Scored Grant  
Submitted: \_\_\_\_\_

Percentile Score of NIH  
Scored Application: \_\_\_\_\_

If applicable, application  
type and score for Other  
Sponsor      **Sponsor:** \_\_\_\_\_      **Grant Mechanism:** \_\_\_\_\_  
**Score:** \_\_\_\_\_

Total Budget Requested  
from NIH/Other Sponsor: \_\_\_\_\_

**HHDC Bridge Grant Category:**

- Category 1: HHDC request of \$100,00 (original grant application is  $\geq$  \$750,000 in direct costs)
- Category 2: HHDC request of \$30,000 (original grant application is  $\geq$  \$150,000 in direct costs)

**PI Business/Grants**

**Administrative Contact:** \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

SECTION 2: PROJECT TITLE (200-character limit)

SECTION 3: PROJECT SUMMARY (Layman’s terms, no more than 500 words.)

SECTION 4: YEAR 1 BUDGET (Template provided below.)

(\*For personnel who will be paid from the grant, list % time effort, salary, fringe benefits, and total requested. For people who will not be paid, list % time effort.)

A. \*KEY PERSONNEL

Name/Role	Base Salary	% Effort	Salary Requested	Fringe Requested	Total Requested
<i>(add/delete rows as needed)</i>					
				TOTAL	

B. \*OTHER PERSONNEL

Name/Role	Base Salary	% Effort	Salary Requested	Fringe Requested	Total Requested
<i>(add/delete rows as needed)</i>					
				TOTAL	

C. TRAVEL: (Domestic only. Travel will be reimbursed at actual and reasonable expense.)

Item (i.e. Mileage, lodging, etc.)	Total Requested
<i>(add/delete rows as needed)</i>	
	TOTAL

D. OTHER DIRECT COSTS: (Separate items such as materials and supplies, publication costs, consultant services, and other allowable direct costs if applicable, such as animal per diem and housing costs, payment to study participants, etc.)

Item (i.e. Materials and supplies, publication costs, etc.)	Total Requested
<i>(add/delete rows as needed)</i>	
	TOTAL

**TOTAL DIRECT COSTS = \_\_\_\_\_**

SECTION 5: BUDGET JUSTIFICATION FOR YEAR 1 (Follow NIH format)

SECTION 6: KEY PERSONNEL BIOSKETCHES (Include biosketches for the PI and all Key Personnel. If a postdoctoral applicant, include Sponsor and Co-Sponsor (if applicable). Upload a single PDF file of all biosketches.)

SECTION 7: SCORED SUMMARY STATEMENT (Upload)

SECTION 8: FOR MULTI PI GRANTS ONLY (One page limit)

- a. Provide the total direct costs for your portion of the multi-PI grant.
- b. Outline your role in the project and describe how the funds will address the critiques specific to your portion of the research plan and how they will integrate with other investigators.

SECTION 9: PLAN FOR ADDRESSING CRITIQUES IN SUMMARY STATEMENT (2-page limit)

- a. For scored applications not yet resubmitted, explain how you plan to respond to each critique during the funding period.
- b. For scored applications already resubmitted, provide the response to the critiques in the resubmitted application.

SECTION 10: TIMELINE (One-page limit)

- a. For scored applications not yet resubmitted, provide a timeline as to when a revised application is anticipated to be submitted.
- b. For scored applications already resubmitted, provide a timeline as to when the study section and advisory council meet, and anticipated date funding would start if the application were successful.

SECTION 11: COPY OF SCORED APPLICATION (Upload)

- a. For scored applications not yet resubmitted, provide the complete scored application.
- b. For scored applications already resubmitted, provide the complete resubmitted application.

SECTION 12: ADDITIONAL APPENDIX ITEMS:

- A. Optional - Letters of Support from project collaborators.
- B. Required only if a PI has a Temporary Faculty Appointment. A letter from the Department Chairperson and approval from the Vice President for Research.

SECTION 13: FULL APPLICATION – REQUIRED SIGNATURES Signature of PI and ORA Official (or equivalent) are required prior to submission

_____ Signature of Principal Investigator	_____ Date
_____ Signature of ORA Official	_____ Date