### General Information

Executive Summary (max 1500 words)

State the application’s broad, long-term objectives and specific aims with relevance to and how the project meets CCI’s goals. Provide a succinct and accurate description of the proposed work that should be able to stand on its own (separate from the application). This section should be informative to other persons working in the same or related fields and understandable to a scientifically literate reader. Avoid both descriptions of past accomplishments and the use of the first person. The executive summary must include any additional information necessary for reviewers to evaluate the proposal (see evaluation criteria for more details). Please be concise.

### Investigator Information

#### Principal Investigator

Title

Name of Principal Investigator

Credentials of Principal Investigator

Phone Number

Email

Overarching Institution

College if applicable Department or Unit if applicable

#### Co-Principal Investigator

Title

Name of Co-Principal Investigator Credentials of Co-Principal Investigator Phone Number

Email

Overarching Institution

College if applicable Department or Unit if applicable

For OSF HealthCare PI's

Provide the name and email of your department head with whom you've spoken with and have been granted permission of time commitment

#### All Collaborators' information

(if applicable) - does not include students or post-doctoral fellows

Name of Collaborator

Credentials of Collaborator

Phone Number

Email

Overarching Institution

College if applicable Department or Unit if applicable

### Research Plan

#### Specific Aims

Restate the specific aims of the proposed project as actions to be taken. A list of bullet points is acceptable. If they are sequential, place in a temporal order. If non-sequential, place them in order of priority.

#### Relevance and Significance

Be concise and focused on only the critical points while providing the reviewer with the necessary details to understand why you are proposing the work. What significant problem does the project address? How will scientific knowledge or clinical practice be advanced if the aims are achieved? Is the project original and innovative (e.g.,challenge existing paradigms or clinical practice; address an innovative hypothesis or critical barrier to progress in the field; develop or employ novel concepts, approaches, methodologies, tools, or technologies for this area; etc.)? Be sure to incorporate relevant literature as needed. However, the literature review in this section should be no longer than three to five sentences, because other proposal sections will also include references to the literature. The goal is simply to provide the reader with the necessary background to understand the research and how the proposed project addresses the identified research question.

#### Hypothesis

State your central hypothesis clearly, specifically, and with simple language. Demonstrate to the reviewers that you have a hypothesis-driven proposal that is testable. In general, avoid vague hypotheses. Reviewers seek clarity regarding the intended purpose and outcome of the proposed research.

#### Rationale

Explain how you arrived at your central hypothesis (example, your past research, findings in published literature, etc.). Briefly, state what your project’s completion would make possible (e.g., generation of new knowledge, new equipment, facilities, software, procedure, etc.), and tie the outcome(s) to the funding entity’s mission.

#### Introduce Solution(s)

Your goal should be to introduce the solution that fills a gap in knowledge and/or practice. It is critical to convince reviewers that you (and your colleagues) have the solution to address the current knowledge or practice gap and the expertise to accomplish this solution. Keep your wording simple, relevant, and to the point. Address specific short-term and longer-term aims (as applicable).

#### Approach/Research Design

Describe the conceptual or clinical framework, design, methods, and analyses necessary to achieve the aims of the project. Also, include expected outcomes and potential pitfalls & alternative strategies for each aim.

#### Impact/Innovation

State how your project would help those who need it. What will be the effect of the studies on the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field?

### Additional Information

#### Facilities/Equipment (optional)

If facilities or equipment are required that are not available in your laboratory or institution (e.g., use of a Simulation Center, simulation equipment, 3D printers, or VR/AR laboratories), please contact the Academic Collaborations team at IAI@osfhealthcare.org

#### Plan for Securing Institutional Review Board (IRB)/Committee on the Use of Human Subjects in Research (CUHSR) or Institutional Animal Care and Use Committee (IACUC) Approvals (If applicable)

While these approvals need not be in place at the time of submission, they MUST be secured before an award is executed. Failure to secure appropriate approvals may result in the award being rescinded.

#### Background Technologies Statement

The Background Technologies Statement provides information on any existing technologies, intellectual property, or proprietary assets relevant to the project. This may include patents, copyrights, trademarks, or trade secrets owned or licensed by the awardee. Understanding the background technologies is essential for ensuring compliance with legal and contractual obligations and avoiding potential conflicts of interest. This should be about a paragraph long, including a summary-level description of the disclosed Intellectual Property and focusing on its specific advantages over current technology. Additional information and related or supporting documents should be attached upon submission. This is the heart of the disclosure. The more information provided, the better equipped we will be to develop a protection strategy and evaluate commercialization potential. If you do not have any background technologies to disclose - please indicate that in this field.

#### Future Funding and Intellectual Property Statement

Given CCI awards are seed grants, discuss opportunities for future or matching funding from sources other than Illinois State University or OSF HealthCare, such as governmental or non-governmental organizations (e.g., private foundations, industry, etc.). Identify specific programs and submission deadlines. Discuss plans for submitting invention disclosures of intellectual property ideas to the OSF’s Office of Innovation Management (OIM) and Illinois State’s Office of Research and Sponsored Programs

#### Bibliography

Only list citations used in your project description.

#### Suggested Reviewers

Please list two to four (2-4) possible reviewers from both ISU and the clinical institutions (OSF HealthCare and University of Illinois College of Medicine-Peoria). Provide the reviewers’ Name, Unit/Department, Institution, and Email address.

### Financials

Budget and Budget Justification Guidelines

A detailed budget must be included with the proposal. The budget justification section should be completed in the provided space in the budget template. The budget justification (narrative) section in the budget should describe why each line item is necessary for the project's success and include a brief explanation for how each amount was determined (calculations, quotes, vendor websites, etc.). Do not include the actual quotes, webpages, etc.Budget with Justification ExampleBlank Budget with Justification

#### Budget Amounts

Amount requested per Institution

OSF HealthCare

ISU

Other

### Continued Funding

This section of the RFP outlines the requirements for applicants seeking Phase 2 funding for a previously completed Phase 1 project. Only projects that have received an invitation to apply from CCI leadership (Dr. Vozenilek and/or Dr. McLauchlan) are eligible for continuation. Phase 2 applications will be reviewed alongside new Phase 1 submissions but are subject to additional review criteria, including evaluation of commercialization potential and translational impact. Applicants must submit a close-out report detailing Phase 1 outcomes and clearly outline how Phase 2 funding will build on those results to advance real-world application.

#### Phase 1 Summary and Close-Out Report

##### Initial Goals and Objectives (200-400 words)

What were the primary goals of the first phase of your project? Provide an update on the status of each of the initial project objectives.

##### Results of Phase 1 (250-500 words)

Summarize key findings or outcomes from Phase 1.

##### Conferences and Events

Provide the names, dates, and locations of conferences or events. (Bullet points, max 5 entries)

##### Publications

Provide full citations in APA format. (Bullet points, max 5 entries)

##### Funding Impact

List the source(s) and amount(s) of additional funding from the outcomes of the Phase 1 Project. (Bullet points, max 5 entries)

##### Intellectual Property

List any patents or technology disclosures. (Bullet points, max 5 entries)

#### Phase 2 Details

Both Illinois State University and OSF HealthCare are committed to translational research—ensuring that innovative ideas have a real-world impact on patients and communities. Translation may take many forms, from improving care delivery and public health to advancing technology that benefits specific populations.

##### Translational Impact and Real-World Application (300-500 words)

How does your project contribute to real-world impact?What steps have you taken to ensure your work reaches patients, providers, or the broader community?Have you identified any potential pathways for translation, such as integration into healthcare practices, policy changes, or community adoption?If applicable, is there a commercial component to your project? Have you considered how intellectual property (IP) could play a role?

##### Mini Plan for Translation (250-400 words)

Outline your strategy for translating this work into a viable product or process.Are there industry or academic partners involved outside of OSF HealthCare and Illinois State University? (List partners and their roles, max 5 entries)What are the next steps for development and implementation? (Provide a brief timeline in bullet form, 3-5 key milestones)

##### Justification for Phase 2 Funding (400-600 words)

Why does your project require additional funding?How will Phase 2 funding be used to build upon the results of Phase 1?What specific activities will be conducted in the next phase?What are the expected deliverables for Phase 2?How does this project align with CCI’s (OSF HealthCare’s and Illinois State University’s) mission and goals?

##### Additional Considerations (Optional 150-300 words)

Are there any other accomplishments or milestones you would like to highlight?Have you explored alternative funding mechanisms for this project?

Attachments (Required)

Please attach any relevant supporting documents.