

# Chan Zuckerberg Initiative

## REQUEST FOR APPLICATIONS

### Chan Zuckerberg Initiative

### Advancing Imaging Through Collaborative Projects

The Chan Zuckerberg Initiative invites applications for two-year grants to support collaborative projects aimed at accelerating the dissemination and adoption of imaging technologies, methods, platforms, or training resources.

#### OPPORTUNITY

##### Overview

Imaging ecosystems are highly fragmented, which slows the spread and adoption of imaging hardware and software technologies, methods, and data. While the quickly growing worldwide imaging community is beginning to collaborate to develop new technologies and resources that can benefit the broader ecosystem, many of these projects are supported by dedicated volunteers and operated without dedicated funding. To broaden the impact of these efforts, the Chan Zuckerberg Initiative (CZI) invites applications for new and existing collaborative projects to reduce imaging ecosystem fragmentation and accelerate the spread and adoption of technologies, methods, or training resources. Project proposals must be submitted by an imaging scientist who is a faculty member (research or tenure track) with at least one Co-PI and no more than ten Co-PIs. “Imaging Scientists” might be engineers, physicists, mathematicians, computer scientists, or biologists who have focused on technology development in either light or electron microscopy, medical imaging, or data analysis fields, or work at the interface of biology, microscopy hardware, and imaging software at an imaging core facility. Cross-institutional applications are strongly encouraged.

##### Categories

Funds can be requested in one or more of the categories below:

- **Validation and dissemination of new imaging technologies:** Collaboration between technology developers and imaging scientists to test and validate new imaging systems and/or to adopt new imaging platforms at imaging cores.

- **Building capacity:** Developing frameworks (e.g. websites or coordinating organizations) that enable collaborations in the imaging community and online platforms to exchange methods, tools, and protocols.
- **Training and education:** Organizing in-person or online courses on imaging for biomedical researchers and train-the-trainers programs, implementing and adapting new media for training and education, and developing teaching materials or courses for researchers who are starting their careers as imaging scientists.

### **Timeline and metrics**

Selected projects will be funded for two years (24 months). Grantees will work towards completion of a collaborative project and specify metrics that will be used to evaluate the project's success. Example metrics include the number of researchers using a new technology, the number of participants for a training or a workshop, or the number of attendees at a meeting.

### **Supported expense categories:**

- Salary for the Imaging Scientist or additional personnel to help with the project or to assist running their imaging core to allow the Imaging Scientist dedicated time for the funded project;
- Subcontracting to outsource creative work, events organization, or other work that requires expertise the imaging community does not provide;
- Travel and lodging;
- Expenses related to the development, hosting, and management of online projects;
- Parts and shipping required to adopt new technology; and
- Publicity and promotion of funded projects in media and at professional meetings.

### **ELIGIBILITY**

- Applications may be submitted by domestic and foreign nonprofit organizations; including public and private institutions, such as colleges, universities, hospitals, laboratories, units of state and local government; and eligible agencies of the federal government. Grants are not permitted to individuals, only to organizations. For profit organizations are not eligible to apply.
- Proposals that are currently funded through other CZI RFAs, including the Imaging Scientists grants (cycles 1 and 2) and Expanding Global Access to Bioimaging grants, are eligible to apply to continue as long as the work is distinct.
- Network Organizations may directly submit applications. Network Organizations are nonprofit organizations that bring together imaging scientists to network and collaborate; share resources, experience, and expertise; and build capacity regionally.
- There may be more than one application submitted by each organization.
- Each application should designate one Principal Investigator (PI) as the Coordinating Principal Investigator (Coordinating PI). The Coordinating PI will act as the administrative contact between CZI and all PIs on the grant (Co-PIs). The Coordinating PI must submit

the application on behalf of all PIs. The Coordinating PI must be affiliated with the institution submitting the application, and grant funds will be awarded to that institution, which will take responsibility for distributing funds to any other institutions. Note that institutions outside the U.S. may not subcontract to U.S. institutions, so please be mindful when selecting the Coordinating PI/institution.

- The Coordinating PI must be an Imaging Scientist. “Imaging Scientists” might be engineers, physicists, mathematicians, computer scientists, or biologists who have focused on technology development in either light or electron microscopy, medical imaging, or data analysis fields, or work at the interface of biology, microscopy hardware, and imaging software at an imaging core facility.
- The Coordinating PI must have a faculty appointment (research or tenure track) or equivalent at an accredited college, university, medical school, or other research facility at the time of grant start.
- Each application should have at least one Co-PI and a maximum of ten Co-PIs.
- A Co-PI can be at any career stage (for example, a faculty member—both research and tenure track—postdoctoral scientist, staff scientist, and research associate), does not need to be an Imaging Scientist, and must be employed at a domestic or foreign non-profit organization including public or private institution, such as colleges, universities, hospitals, laboratories, units of state and local government; and eligible agencies of the federal government.
- PI and Co-PIs may be from the same organizations (institutions), however cross-organizational (institutional) projects are highly encouraged.
- PIs may only serve as the Coordinating PI on one application, but may serve as a Co-PI on applications different from the one they submitted.
- Co-PIs may serve as a Co-PI on multiple applications.
- CZI encourages applications from people from underrepresented populations, women, and early-career scientists.
- Meta employees, including employees of any subsidiary Meta entities, as well as employees of Chan Zuckerberg Initiative, LLC, are not permitted to apply.
- CZI reserves the sole right to decide if an applicant and applicant organization meet the eligibility requirements.
- CZI reserves the right to request budget changes upon award.
- We welcome applications from any country, provided the proposed work is compliant with the United States Treasury Department’s Office of Foreign Asset Control (OFAC) sanctions program. Prior to award, all grant applications will be reviewed for compliance with the United States Treasury Department’s Office of Foreign Asset Control (OFAC) sanctions program, the United States Department of Commerce’s export administration regulations, the Foreign Corrupt Practices Act (FCPA), any other applicable U.S. laws and regulations, and any corresponding laws and regulations in the country where the applicant is based. All grant agreements will also require the grantee to comply with these laws and regulations. For additional information please refer to: the [U.S. Treasury Department’s resources](#), the International Trade Administration’s [website on US Export Controls](#), and the Department of Justice’s [website on the FCPA](#).
- While applicants from all countries are welcome to apply, because of required ongoing compliance with U.S. sanctions and export controls, an applicant's funding eligibility may

need to be reassessed if the applicable laws and regulations change at any time. As a result, even if an applicant is eligible to receive funding at the time the application is reviewed, the applicant's status may change later in the process or during the course of the grant term.

CZI suggests that you consult your home institution to determine eligibility to apply for this grant and your institutional policy on indirect costs. For questions about eligibility for this award or the application process, please contact us in advance of the proposal deadline at [sciencegrants@chanzuckerberg.com](mailto:sciencegrants@chanzuckerberg.com). Deadline extensions will not be granted.

## APPLICATION REQUIREMENTS

All applications must be completed and submitted through CZI's online grants management portal at <https://apply.chanzuckerberg.com>. It is recommended that applicants familiarize themselves with this portal well in advance of the application deadline. The application should provide sufficient information to evaluate the Collaborative Project, Coordinating PI and Co-PIs, and how each will contribute to the goals outlined in the "Opportunity" above. Detailed application instructions are available on the [Chan Zuckerberg Initiative website](#), as well as in the [grants management portal](#).

### Key Dates

June 21, 2022	Application portal opens
September 8, 2022	Applications due by 5 p.m. Pacific Time (PT)
January 2023	Earliest notification of decisions (subject to change)
March 1, 2023	Expected start date

**Award period and start date:** Awards will be two years (24 months) in duration with an expected start date of March 1, 2023.

**Budget:** We expect cost variation by category: validation and dissemination of new imaging technologies generally requires more funds than organizing meetings and workshops. Given the varying amount needed for the different projects, the applicant will request the appropriate award amount. Applications requesting more than \$350,000 total costs (inclusive of 15 percent indirect costs) for the overall project period (two years) will be subjected to additional scrutiny.

## SELECTION PROCESS

The Chan Zuckerberg Initiative's [core values](#) center around people, technology, collaboration, and open science. We adhere to those values in both proposal selection and evaluation of progress.

CZI will evaluate all applications for scientific merit through independent expert review. Final decisions will be made by CZI staff in consultation with our scientific advisors. There is no expectation of any specific number of awards, and the Chan Zuckerberg Initiative reserves the

sole right to not recommend the funding of any applications. CZI does not provide feedback on decisions for unfunded proposals.

Selection of awardees will be based on:

- The quality of the proposal, and the expertise and capacity of the group for addressing the proposed project;
- Significance and potential impact of the project; and
- Potential of the awardee to contribute to an increased adoption of imaging in biomedical sciences in their region.

## POLICIES

- For awarded projects, financial statements and progress reports will be due at the conclusion of each grant year, and occasionally more frequently. Specific deliverable requirements will be outlined in the award notification. Grantees of funded projects will be required to participate in regular meetings, including annual scientist meetings (which may be in person or virtual). Travel support for these meetings will be provided by CZI separately from the requested grant funds.
- Grantees may obtain funds for their research from other funding sources, provided that there is no conflict with meeting the terms of the CZI award.
- Unused research funds may be carried over to the following year, and requests for no-cost extensions will be considered at the end of the overall project period and upon receipt of an annual report.
- Indirect costs cannot exceed 15 percent of direct costs. Indirect costs may not be assessed on capital equipment or subcontracts, but subcontractors may include up to 15 percent indirect costs of their direct costs.
- International grantees must use all grant funds exclusively for activities conducted outside the United States of America.
- **Ethical conduct:** CZI advocates the highest standards for the ethical conduct of research. In addition to requirements of their own countries, grantees must adopt procedures for the use of animals in research and for the ethical treatment of human subjects and tissue donors, including obtaining their or their appropriate proxy's written informed consent. CZI regards the policies of the National Institutes of Health as a strong model for such procedures.
- **Data, publication, and dissemination policies:** To accelerate scientific discovery and collaboration, CZI supports a consent, sharing, and publication policy for open and rapid dissemination of proposal results, including methods, data, and reagents, and a policy for software development that maximizes accessibility, reuse, and shared development. Under rare circumstances, exceptions to the above may be considered where there are specific situations that make meeting these goals impossible or counterproductive to the project.
  - **Software code:** CZI requires sharing of software code developed by its grantees generally to be made publicly available on GitHub (or a similar public service). All new code must be released under a permissive open source license (MIT, BSD

2-Clause, BSD 3-Clause, or Apache v2.0). All pre-existing and derivative code must be licensed under the most permissive license possible, given the licensing terms of the pre-existing code. All analysis packages must be released through the appropriate language-specific package manager (e.g., PyPi for Python, Bioconductor and CRAN for R) with documentation, example data, and interactive demos (e.g., Jupyter notebooks), and the use of Docker or similar container technologies to ensure portability and reproducibility. Software code supported by CZI should be archived for [long-term digital preservation](#) and [citability](#), when applicable.

- **Content and data sharing:** CZI is committed to developing and using platforms that disseminate data openly and freely. Any datasets either curated or generated through the proposal must be made as publicly available and easily accessible through an appropriate [data repository](#) as legally permissible, when applicable, under an [Open Definition conformant license](#). Ideally, data sets would not include personally identifiable information, but if they do, consent to sharing the data must be obtained. Metadata, documentation, and intended use cases, as appropriate, must be made available under an Open Definition conformant license, preferably CC0 or CC BY/CC BY SA for content that requires explicit attribution.
- **Publications:** To encourage rapid dissemination of results, any publications related to this funded work must be submitted to a preprint server (such as bioRxiv, medRxiv, arXiv, or any appropriate preprint repository), at or before the first submission to a journal. Experimental protocols must be made publicly available through a protocol sharing service, such as protocols.io. Scientific publications, preprints, and presentations that result from this award should acknowledge support from this funding.
- **Reagent sharing:** Resources and reagents developed with this funding support must be available for rapid dissemination to the community, where possible in an accessible community repository, such as Addgene (for plasmids/DNA reagents/viruses) and Jackson Labs (for model systems lines), etc. This requirement applies to cell lines, transgenic organisms, plasmids/clones, antibodies, and other reagents.
- **Consent:** All human tissues must be adequately and fully consented to permit full sharing of the resulting data and any resulting tools, in accordance with laws and regulatory, or requirements. Any desired exceptions to this policy must be identified at the time of application, and such requests may affect the application's chance of success. We are aware that there may be circumstances where broad consent may be challenging, and in some cases consent may be subject to revocation; we encourage investigators to discuss these cases with CZI scientific staff.
- **Intellectual property rights:** CZI does not require assignment of ownership to any data, published results, or any other intellectual property that results from the work funded by these grants but will have the same rights generally granted to others. CZI supports and promotes policies that enable results and technologies to have the broadest reach and impact. To this end, all newly developed software

must be made available through permissive open source licenses as described more fully above. Other technology and intellectual property rights (such as patents) must be made freely available for all academic and non-commercial use, and where intellectual property rights are commercialized, they must generally be subject to non-exclusive commercial licenses that enable broad availability and dissemination.

- Applications selected through this process will either be funded by the Chan Zuckerberg Initiative Foundation (CZIF) or recommended for funding through the Chan Zuckerberg Initiative Donor-Advised Fund (CZI DAF) at the Silicon Valley Community Foundation (SVCF).

## **CONFIDENTIALITY**

All submitted applications will be kept confidential, except (1) as necessary for our evaluation or to comply with any applicable laws; and (2) to the extent that the application is made public or available to others without a duty of confidentiality through no fault of CZI. Notwithstanding, successfully funded proposals may be made publicly available and/or shared with other grantees or collaborators. Unfunded proposals will remain confidential as provided herein; however, information, including brief summaries of the proposed projects, project metrics, and the types of organizations that have applied for funding, may be made publicly available in aggregate form. Application materials will not be returned to applicants.

## **RFA CONTACT**

For administrative and programmatic inquiries, technical assistance, or other questions pertaining to this RFA, please contact [sciencegrants@chanzuckerberg.com](mailto:sciencegrants@chanzuckerberg.com).

## **IMPORTANT DOCUMENTS**

[Application Instructions](#)

[Institutional Approval Form](#)

# Chan Zuckerberg Initiative

## APPLICATION INSTRUCTIONS

### Advancing Imaging Through Collaborative Projects

#### Some helpful information as you get started:

- This document contains:
  - [General guidance on using the portal](#)
  - [How to submit an application](#)
  - [Application details specific to this Advancing Imaging Through Collaborative Projects RFA](#)
- Please review the [Request for Applications](#).
- The Chan Zuckerberg Initiative uses SurveyMonkey Apply (SMAppl) as its grants management portal. All applications must be submitted through this portal (<https://apply.chanzuckerberg.com>). SMAppl is configured to work best using the Google Chrome browser. It is recommended that you familiarize yourself with this portal well in advance of any deadlines. Deadline extensions will not be granted.
- **Key Dates:**

June 21, 2022	Application portal opens
September 8, 2022	Applications due by 5 p.m. Pacific Time (PT)
January 2023	Earliest notification of decisions (subject to change)
March 1, 2023	Expected start date
- **Application Specifics:**
  - **Eligibility:** Please refer to the [RFA announcement](#).
  - **Award period and start date:** Awards will be two years (24 months) in duration with an expected start date of March 1, 2023.
  - **Award amount:** Given the varying amount needed for the different projects, the applicant will request the appropriate award amount. Applications requesting more than \$350,000 total costs (inclusive of 15 percent indirect costs) for the overall project period (two years) will be subjected to additional scrutiny.
  - **Number of Principal Investigators (PI and Co-PIs):** In addition to the Coordinating PI, each application should have a minimum of one Co-PI and up to a maximum of ten Co-PIs.
  - Institutional sign-off is required.



## GETTING STARTED

**Account setup:** The applicant (Coordinating PI) must first set up an account in the CZI online grants portal at <https://apply.chanzuckerberg.com/>. Only the Coordinating PI needs to set up an account.

To set up an account:

1. Go to <https://apply.chanzuckerberg.com/>.
2. Click the green Register button in the upper right corner.
3. Complete the requested fields and then click the green Create Account button.
4. Click the green Continue button to proceed to the site.

Please note you will need to verify your account through the auto-email that you receive after registering. You will not be able to submit an application until your account is verified.

**Personal data:** Where we ask for personal data of individuals in grant applications, please only submit personal data that you have a right to provide. We will use and store any personal data collected through the application process for grant-related purposes (e.g., administering the grant, analyzing and improving our grant practices). The Chan Zuckerberg Initiative Foundation and Chan Zuckerberg Initiative, LLC (collectively “CZI”) will be the “data controllers” for any such personal information, and the data may be stored on servers outside of your home country, including within the United States. If you have any questions or concerns regarding our privacy practices or collection or use of personal data, you can contact us at [privacy@chanzuckerberg.com](mailto:privacy@chanzuckerberg.com).

**Navigating the portal:** Once you have set up an account, you can log into the grants portal at <https://apply.chanzuckerberg.com/>. Using the links in the upper right corner, you can access available programs (which includes RFAs for all CZI areas, not just Science) and any applications you have in preparation or previously submitted. Use the information (“i”) link to get help with the portal. To access your account information, click on your name in the upper right. Your application will pre-populate with the name and email listed in your account information so if you need to edit it, click on your name in the upper right corner to make any necessary changes.

**Forgotten username or password:** If you have forgotten your username or password, please navigate to the grants portal at <https://apply.chanzuckerberg.com/> and click on the **Log In** link located in the upper right corner. Click the “Forgot your password?” link and then enter the email address associated with your SMAApply account. You will then receive an email with information to reset your password. Please note that your username is your email address.

**Other questions:** If you have other questions about using the portal, please use the information (“i”) link in the upper right corner of the window. Here you will find a link to FAQs about using the portal, as well as links to submit specific help requests. If you have specific questions about the RFA, please contact us at [sciencegrants@chanzuckerberg.com](mailto:sciencegrants@chanzuckerberg.com).

## SUBMITTING AN APPLICATION

### To submit an application:

1. Go to <https://apply.chanzuckerberg.com>.
2. Log in.
3. Click the green View Programs button that is displayed or click on the Programs link in the upper right corner. This will bring you to a listing of all programs/RFAs that CZI is hosting in SMAApply. To **find the program/RFA** you are looking for, you may need to scroll down.
4. Find the program/RFA you are interested in and click the green More button.
5. Click the green Apply button in the upper right and complete all sections (details below).
  - a. You will first be prompted to **enter the title** of your application, after which you will have access to the application tasks to complete. Project title is limited to 60 characters, including spaces. If you need to **edit your project title**, click on the My Applications link in upper right and click the green Continue button on the application you wish to edit. Once the application page opens, click on the three dots to the right of the application title (next to the Preview link) and select Rename from the dropdown menu.
  - b. The application is made up of several sections called tasks that are listed in a menu on the left side of the page. To **open a task**, click on the one you would like to work on. You can edit and complete tasks in any order. You may need to scroll down to see the remaining tasks.
  - c. Once you **complete a task**, click the green Mark as Complete button within the task. All tasks must be marked as complete before submitting. To **edit a task** after marking it as complete, click the three dots in the upper right of the task and select edit, which will re-open the task.
  - d. Your application will autosave every few seconds, but you can also click the Save & Continue Editing on each task as you go along to **save your application**.
  - e. In the tasks that require a PDF upload: If you need to **delete and replace a PDF** after you have uploaded it, click on the three dots to the right of the file under the Attach File section within the task and select Remove from the dropdown menu.
  - f. To **download your application**, click on the three dots in the upper right corner of the application page and select download. If you are within a task, first click on the Back to application link in the upper left. Please **be aware of any pop-up blockers** in your browser that may prevent downloading your application.
  - g. To **access an application that you have previously saved**, click on the My Applications link in upper right and click the green Continue button on the application you wish to edit.
6. Once all tasks are completed, click the green Submit button **to submit your application**.
  - a. If the button is grayed out, it means your application is not yet complete; please be sure all required fields and uploads are complete within each task and that you have clicked the Mark as Complete button within each task.
  - b. To **download your application**, click on the download link in the upper right

- corner. Please be mindful of **any pop-up blockers** that may be active in your browser that prevent/hide downloads.
- c. Review your application in the window (or in the PDF that you have downloaded). If you want to make changes, navigate back to your application and reopen/edit any tasks that need editing. **It is strongly recommended that you download your application as a PDF (instructions above in b.) to review your application before clicking submit.**
  - d. Once you are **ready to submit**, click the green Submit Your Application button on the left side of the window. You will need to confirm your submission by clicking the green Submit button in the pop up window. **Once your application has been submitted, it cannot be edited. Please be sure that your application is complete BEFORE submitting.** If you inadvertently submit your application and it is before the deadline, please contact [sciencegrants@chanzuckerberg.com](mailto:sciencegrants@chanzuckerberg.com).
7. Once your application is submitted, you will **receive an auto-email** confirming submission within a few minutes. If you do not receive a confirmation email within a few minutes, please check your spam folder. If you still did not receive your confirmation email, please email [sciencegrants@chanzuckerberg.com](mailto:sciencegrants@chanzuckerberg.com).
  8. If you would like to view your application after you have submitted it, it can be accessed through the My Applications link in the upper right corner.

**The application consists of the following sections (called tasks in the grants portal):**

Coordinating PI Details, Equal Opportunity and Diversity, Organization Details for Coordinating PI, Project Details, Project Proposal, Budget, CVs for Coordinating PI and Co-PIs, and Letters of Commitment

- **Coordinating PI Details:** Complete all fields in this task; **all fields are required.** The information entered should be for the **Imaging Scientist who will fill the Coordinating PI role** and submit the application on behalf of the team. The Coordinating PI will take responsibility for managing the group collaboration and be the administrative point of contact for CZI and any partners. Information about the Co-Principal Investigator(s) on the proposal should be entered where requested in the Project Details part of the application.
  - Name and email (auto-filled): To edit your name or email, please do so in your account information by clicking your name in the upper right corner and clicking My Account in the dropdown menu.
  - Degrees.
  - Organization, Title/Position, Department or equivalent.
  - Career status: Select early-career (0 to 6 years), mid-career (6+ to 10 years), or neither. **Note: Early- or mid- career status is not required to be eligible for this RFA.**
    - i. Early-Career Definition: In the context of this RFA, an early-career investigator is someone who has been in an independent position (or equivalent) for zero to six years at the time of application, i.e. started their first independent position between September 8, 2016 and September 8, 2022.
    - ii. Mid-Career Definition: In the context of this RFA, a mid-career investigator is someone who has been in an independent position (or equivalent) for more

than six to 10 years at the time of application, i.e. started their first independent position between September 8, 2012 and September 7, 2016.

- Short narrative biography of the Coordinating PI (maximum of 100 words).
- ORCID iD: Enter in format XXXX-XXXX-XXXX-XXXX. ORCID iDs are unique, digital identifiers that distinguish individual scientists and unambiguously connect their contributions to science over time and across changes of name, location, and institutional affiliation. ORCID iDs will be used to streamline reporting in our applications and grant reports to reduce the burden on grantees. For more information, please visit <https://orcid.org/register>. (Please contact us at [sciencegrants@chanzuckerberg.com](mailto:sciencegrants@chanzuckerberg.com) if you wish to opt out).

- **Equal Opportunity & Diversity:** CZI Science supports the science and technology that will make it possible to cure, prevent, or manage all diseases by the end of this century. Everyone is affected by disease, yet different communities are affected by or experience disease in different ways. Moreover, due to systemic barriers, the scientific enterprise itself is not a place where all voices and talents thrive. We believe the strongest scientific teams — encompassing ourselves, our grantees, and our partners — incorporate a wide range of lived experiences and perspectives that guide them to the most important unsolved problems. To enable our work, we incorporate diverse perspectives into our strategy and processes, and we also seek to empower community partners to engage in science.

We request demographic information associated with applications submitted to CZI in response to our open calls. Based on our learnings, we take steps to broaden or adjust our strategies to improve our reach and to help ensure members of underrepresented or marginalized groups in science are aware of CZI opportunities and able to apply. **Please note that answering all questions below is voluntary, and demographic information will not be used to make final grant funding decisions.** All responses will be shared only with limited personnel, who will use that information only for the purposes described in this paragraph.

If you have any additional questions about why we ask this, what we do with the data, or to share suggestions for improvement, please reach out to [sciencegrants@chanzuckerberg.com](mailto:sciencegrants@chanzuckerberg.com).

The information below may be entered for the Coordinating PI, who will be submitting the application. **Please note that completing the below is voluntary, and demographic information will not be used to make final grant funding decisions.**

- What is your race/ethnicity? (optional)
- What is the year of your last academic degree? (optional)
- What is your gender? (optional)
- Are you transgender? (optional)
- Are you a member of the LGBTQ community? (optional)
- Do you have one or more disabilities? (optional)

The information below may be entered for the Co-Principal Investigators listed (up to ten maximum) in the Project Details section. **Please note that completing the below is**

**voluntary, and demographic information will not be used to make final grant funding decisions.** Please also let your Co-Principal Investigators know if you choose to enter the below in case they object to your providing that information to CZI.

- Do any of the Co-Principal Investigators self-identify as one of the following? Woman, Man, Non-binary/Third gender, Prefer not to state, Prefer to describe (optional)
  - If yes, how many of the listed Co-Principal Investigators self-identify as one of the above gender identities? **Please do not include requested information on a per person basis; we are looking for aggregated information (optional)**
- Do any of the Co-Principal Investigators self-identify as one of the following? Two or More Races, Black and/or African American, Asian, White, Hispanic or Latinx, Middle Eastern or North African, Native Hawaiian or Other Pacific Islander, American Indian or Alaska Native, Prefer not to state, Prefer to describe (optional)
  - If yes, how many of the listed Co-Principal Investigators self-identify as one of the above race/ethnicities? **Please do not include requested information on a per person basis; we are looking for aggregated information (optional)**
- **Organization Details for Coordinating PI:** Complete all fields in this task; **all fields are required.** The information entered should be for the organization of the Coordinating PI who will be the person submitting the application on behalf of the team. The Coordinating PI must be affiliated with the organization listed, and grant funds will be awarded to this organization, which will take responsibility for distributing funds to the institutions of the other team members.
  - Organization name/Street address/City/State/Country/Website
  - Type of organization: Academic, Other Nonprofit, Government, Other.
  - Tax ID: Enter your organization's Employer Identification Number (EIN), as assigned by the Internal Revenue Service in the 9-digit format (XX-XXXXXXX; 10 characters total). Foreign organizations or others who do not have an EIN should enter 44-4444444.
  - Organizational/Administrative Contact: List the name and contact information for the administrative contact to discuss additional information needed, if selected for award.
    - i. First name, Last name, Title/Position, Email.
  - Signing Official: List the name and contact information for the person authorized to sign on behalf of your organization.
    - i. First name, Last name, Title/Position, Email.
  - Press Contact / Public Relations Official: List the name and contact information for the person to discuss press releases and media.
    - i. First name, Last name, Title/Position, Email.
  - Institutional Approval Form: Upload as a single PDF. This [form](#) should be reviewed and signed by a person authorized to sign on behalf of your organization agreeing to the stated institutional and investigator requirements and commitments on data, resource sharing, and publication policies, as well as endorsing/verifying your application materials and confirming their ability to receive funding for the proposal. In the event of an award, all funds will be awarded to the Coordinating PI institution as the prime institution, and the Coordinating PI institution will be responsible for ensuring compliance of all of the terms, including compliance of all partners/subcontract institutions. **These policies are non-negotiable. This form should only be signed if**

**the organization is able to comply with the terms as stated.** While CZI does not require sign-off by all of your partner institutions, please refer to what your institution requires. **Note: digital signatures are permitted as long as the document is not encrypted or password-protected.**

- **Project Details:** Complete all fields in this task; all fields are required.
  - Project Title (auto-filled): Project title is limited to 60 characters, including spaces. If you need to edit your proposal title, navigate to your application summary page, click on the three dots to the right of the application title (next to the Preview link) and select Rename from the dropdown menu.
  - Project Purpose: Summarize your research project; limited to one sentence (maximum of 200 characters including spaces). Please use a third-person voice.
    - i. Example: *to develop a series of workshops to increase utilization of microscopy in biomedical research in the region*
  - Abstract/Project Summary: Describe your project in brief (maximum of 250 words). Please use a third-person voice ([example](#)).
  - Type of Project: Designate if the project is for: Validation and dissemination of new imaging technologies, Building capacity, or Training and education. Check all that apply. Definitions can be found in the [RFA announcement](#).
  - Amount Requested: Enter total budget amount requested in USD, including indirect costs; this number should match the total described in the Budget section. Enter whole numbers only (no dollar signs, commas, or cents).
  - Milestones: Summarize the main milestones for your project (list format, maximum of 500 words). Please use a third-person voice.
  - Expected Impact: An quantitative estimate of the impact of the project (e.g., how many applications a new imaging technology will have, how many people will be trained with a new training event or resource) (maximum of 250 words).
  - Co-Principal Investigators: Indicate the number of Co-Principal Investigators, not including the Coordinating PI (minimum of one and maximum of 10). **Do not include the Coordinating PI in this section.** For each Co-PI, please provide:
    - i. Co-PI name, Title/Position, Degrees, ORCID iD (format: XXXX-XXXX-XXXX-XXXX), Email, Career status
      - In the context of this RFA, an early-career investigator is someone who has been in an independent role (or equivalent) for zero to six years at the time of application, i.e. started their first independent position between September 8, 2016 and September 8, 2022, and mid-career as someone who has been in an independent position (or equivalent) for more than six to 10 years at the time of application, i.e. started their first independent position between September 8, 2012 and September 7, 2016.
    - ii. Organization Name, Country, Website.
    - iii. Type of organization (drop down menu: Academic, Other nonprofit, Government, Other).
    - iv. Tax ID: Enter your organization's Employer Identification Number (EIN), as assigned by the Internal Revenue Service in the 9-digit format (XX-XXXXXXX);



total of 10 characters). Foreign organizations or others who do not have an EIN should enter 44-4444444.

- **Project Proposal:** Upload your project proposal as a single PDF; font must be 11 point or larger and margins must be at least one-half inch (top, bottom, left, and right) for all pages (letter size required). Include the following sections:
  - Proposal Body: (maximum of 2,500 words, which includes 250 words for the Abstract)
    - Abstract: Copy your Abstract/Project Summary entered in the Project Details section here.
    - Background: Describe the reason for the project. For example, what gaps in access to imaging technology, training a new generation of imaging specialists, or capacity-building is this project going to address?
    - Project Goals: Detail the goals of the project.
    - Significance: Describe the impact of this project.
    - Project Plan: Describe clearly the strategy to be employed, expected outcomes, deliverables, and associated timeline.
    - Project Metrics: Describe the metrics that can be used to evaluate the success of your project. Ideally, the metrics will be quantitative (e.g. number of applications for a new imaging technology installed in a lab or an imaging core, number of people attending a training course or using an online training resource).
  - Figures (optional): Limited to two pages, inclusive of legends. Figure legends do not count towards the word count.
  - References Cited in your Proposal: No word/page limit; include complete source references.
  
- **Budget:** Upload in PDF format; font must be 11 point or larger and margins must be at least one-half inch (top, bottom, left, and right) for all pages (letter size required); no page limit. Provide a detailed description of the costs to be funded by this grant at a high level and in tabular form, outlining costs for personnel (including names, if known), travel, meetings/hackathons/sprints, subcontracts, other costs, and up to 15 percent indirect costs (excluding equipment and subcontracts).
  - Indirect costs are limited to up to 15 percent of direct costs. Indirect costs may not be assessed on capital equipment or subcontracts, but subcontractors may include up to 15 percent indirect costs of their direct costs.
  - Budget should be requested in U.S. dollars.
  - Note that institutions outside the U.S. may not subcontract to U.S. institutions, so please be mindful when selecting the Coordinating PI/institution.
  - International grantees must use all grant funds exclusively for activities conducted outside the United States of America. Travel expenses to the United States (including round-trip tickets) should not be covered from the requested grant funds. Any attendance at CZI meetings in the U.S. will be covered by CZI outside of requested grant funds.

- Application budgets must reflect the actual needs of the proposal. The Chan Zuckerberg Initiative will work closely with successful applicants to arrive at a mutually acceptable budget after review.
- **CVs for Coordinating PI and Co-PIs:** Upload the CVs in PDF format for the Coordinating PI and for each of the Co-PIs. CVs can be uploaded in a combined single PDF or one PDF for each CV; maximum of three pages per CV. U.S. letter-sized is required with 11 point or larger font and margins at least one-half inch (top, bottom, left, and right) for all pages. Do not include a CV for any additional collaborators beyond the Coordinating PI and Co-PIs, as listed in the Project Details section. Required fields are: 1) Name, 2) Current Position Title, 3) Education/Training (Institution and Location, Degree, Completion Date, Field of Study), 4) Positions and Scientific Appointments (Date, Title, Organization), 5) Publications (please provide the total number (integer format) and a selected list of 10 citations), 6) How many years have you been managing imaging cores (if applicable)?
- **Letters of Commitment:** Upload a signed letter from each Co-PI briefly describing the role and contribution of the Co-PI to the overall team and project; **do not include a letter from the Coordinating PI.** Letters should be in PDF format (U.S. letter-sized) and can be uploaded in a combined single PDF or one PDF for each Co-PI. **Note: digital signatures are permitted as long as the document is not encrypted or password-protected.**

The formatting and component requirements, including word and page limits indicated above, will be enforced by the review team. Any submitted materials that exceed the word and page limits or do not follow the requirements will not be considered during the application review process.

## QUESTIONS?

For administrative and programmatic inquiries pertaining to this RFA, please contact [sciencegrants@chanzuckerberg.com](mailto:sciencegrants@chanzuckerberg.com). For technical assistance with SMaply, please contact [support@smapply.io](mailto:support@smapply.io) or while logged into SMaply, click on the information “i” link in the upper right corner and submit a help request ticket.