

Meeting Logistics

Item	Description
Date	October 21, 2021
Time	9:30 a.m. – 11:00 a.m.
Location	Call-in only Public call-in for listen only
Purpose/Focus	Spinal Cord Research Advisory Committee Meeting – Public
Notetaker	Health Research Office Staff Sargents Stenographer

Agenda

ID	Description	Owner	Time
1	Welcome, Introductions and Agenda Review	Jacob Chalfin, Chair	9:30 am – 9:40 am
2	Review and approval of August 12, 2021 minutes	Jacob Chalfin, Chair	9:40 am – 9:45 am
3	Update on 2020-2021 Awards and Pending 2021-2022 RFA	Jacob Chalfin, Chair	9:45 am – 9:55 am
4	Review of SCRAC Applications Procedures and Promoting the RFA	Jacob Chalfin, Chair and DOH staff	9:55 am – 10:40 am
5	Open Discussion	All attendees	10:40 am – 10:55 am
6	Closing and Next Steps	Jacob Chalfin, Chair	10:55 - 11:00 am

Spinal Cord Research Advisory Committee

ID	Description		
1	<p><i>Jacob Chalfin</i>, Chair, introduced himself. Committee members, and DOH staff introduced themselves. Public attendees introduced themselves. <i>Jacob Chalfin</i>, reviewed Agenda.</p> <table border="0" data-bbox="454 294 1461 714"> <tr> <td style="vertical-align: top;"> <p>SCRAC Members in Attendance</p> <ul style="list-style-type: none"> Dr. Ben Abramoff - Dr. Franklin Caldera Mr. Alex Charlton Dr. Rory Cooper Dr. Itzhak Fischer Dr. Elizabeth Tyler-Kabara <p>SCRAC Members not in Attendance</p> <ul style="list-style-type: none"> Dr. Joel Winer Dr. Michael Boninger – resigned </td> <td style="vertical-align: top; padding-left: 20px;"> <p>DOH Members</p> <ul style="list-style-type: none"> Jared Shinabery Keith Fickel Penny Harris Will Cramer Pamela Brown Sylvia Golas <p>Guests</p> <ul style="list-style-type: none"> Stephanie Sherwood – ORAU Janet Kile - ORAU </td> </tr> </table>	<p>SCRAC Members in Attendance</p> <ul style="list-style-type: none"> Dr. Ben Abramoff - Dr. Franklin Caldera Mr. Alex Charlton Dr. Rory Cooper Dr. Itzhak Fischer Dr. Elizabeth Tyler-Kabara <p>SCRAC Members not in Attendance</p> <ul style="list-style-type: none"> Dr. Joel Winer Dr. Michael Boninger – resigned 	<p>DOH Members</p> <ul style="list-style-type: none"> Jared Shinabery Keith Fickel Penny Harris Will Cramer Pamela Brown Sylvia Golas <p>Guests</p> <ul style="list-style-type: none"> Stephanie Sherwood – ORAU Janet Kile - ORAU
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2	<p>Stenographer report from last meeting has not come back, so minutes have not yet been created.</p>		
3	<p>Update on 2020-2021 Awards and Pending 2021-2022 RFA</p> <ul style="list-style-type: none"> ▪ <u>SCRAC APPLICATION PROCESS OVERVIEW</u> <ul style="list-style-type: none"> ○ As a review: the process for application includes a Letter of Intent, an Application, peer review panel and the SCRAC and DOH Final Review Committee reviews for any additional issues and funding determination. ○ In review, for the 2020 RFA – The Letters of Intent (LOI) were due December 3, 2020, and the Applications were due December 22, 2020. The purpose of the LOIs is to assist the vendor (ORAU) in preparing the peer review panel prior to receiving the applications. Upon receipt of the LOIs, they are sent to the vendor. The peer review panel met on Wednesday, February 17, 2021. ○ The SCRAC and DOH Final Review Committee met on Thursday, March 4, 2021. ▪ <u>2020-2021 SCRAC AWARDS STATUS UPDATE</u> <ul style="list-style-type: none"> ○ DOH’s press release was sent September 27, 2021, and a copy provided to SCRAC ▪ <u>SPINAL CORD INJURY RESEARCH 2021-2022 RFA</u> <ul style="list-style-type: none"> ○ The next RFA is with Procurement for approval. ○ HRO updating several areas of the RFA which are Procurement related delaying the process ○ HRO is meeting next week with Procurement to review changes. Procurement is giving a timeline of release in November. ○ SCRAC will be updated when the RFA is pending posting. ○ Jacob Chalfin expressed concern over the delays in the RFA ▪ <u>SPINAL CORD INJURY RESEARCH PRIORITIES FOR 2022 RFA</u> <ul style="list-style-type: none"> ○ Jacob Chalfin made a motion to maintain the priorities SCRAC identified for the 2020 RFA for the 2022 RFA. Motion passed unanimously. 		

<p>4</p>	<ul style="list-style-type: none"> ▪ <u>SCRAC APPLICATIONS PROCEDURAL OVERVIEW</u> <ul style="list-style-type: none"> ○ During the August meeting, the members discussed a timeline for the RFA process. <p>This timeline was:</p> <ul style="list-style-type: none"> ➤ Two weeks for Questions ➤ LOI due a month after posting or another two weeks later? ➤ Applications due 3 months after LOI <p>If the start date is November 1</p> <ul style="list-style-type: none"> ➤ Questions would be due November 15 – HRO would like to move this back a week to November 22 due to the Veteran’s Day holiday ➤ LOI would be due December 10 – an example of a submitted LOI was included with the invite. ➤ Applications would be due February 11th ➤ This would mean the panel review by the vendor would occur around the week of March 21 or 28 ➤ The SCRAC review would occur two weeks later the week of April 4 or 11 ➤ This is a very tight timeline to get the Grants near the start date of June 1 <ul style="list-style-type: none"> ○ Discussion of changing the timeline if possible <table border="0" style="width: 100%;"> <tr> <td style="width: 25%;">➤ RFA Posted 11/1/21</td> <td style="width: 25%;">➤ Questions due 11/22/21</td> <td style="width: 25%;">➤ LOI Due 12/3/21</td> <td style="width: 25%;">➤ Applications Due 2/4/22</td> </tr> </table> <ul style="list-style-type: none"> ○ LOI can be started immediately after the RFA posts, and is required in order to submit an application ○ LOI is only informative (not a proposal) – ORAU uses to select peer reviewers ○ Applicants will submit LOI’s and applications online using ORAU’s PeerNet website 	➤ RFA Posted 11/1/21	➤ Questions due 11/22/21	➤ LOI Due 12/3/21	➤ Applications Due 2/4/22
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<p>5</p>	<p>Open Discussion</p> <ul style="list-style-type: none"> ▪ Christopher Albright is no longer the Administrative Officer for the Health Research Office ▪ When Penny leaves new meeting invites may be sent to SCRAC members ▪ Will Cramer will take Penny’s position when she retires ▪ When Penny retires a new meeting invite for future SCRAC meetings may be sent to SCRAC members ▪ Michael Boninger has resigned from SCRAC, so HRO is looking to fill his seat 				
<p>6</p>	<p>Closing and Next Steps</p> <ul style="list-style-type: none"> ▪ Dr. Rory Cooper moved to adjourn the meeting, Dr. Itzhak Fischer second, meeting adjourned. 				