Date

Name

Title

Department

University of Utah

Street

City, State, zip

Dear Dr. XXXX:

As co-Directors of the Utah Clinical and Translational Science Institute (CTSI), we are writing to express our support and enthusiasm for your application titled “XXXXX.” *[Insert details of grant, e.g. type, aims, who is involved].*

Supported by a Clinical & Translational Science Award (UM1TR00440) through the National Center for Advancing Translational Science, the Utah CTSI develops and applies generalizable and reproducible translational science innovations to increase the efficiency and effectiveness of research, and ultimately improve the health of our population—reducing health disparities and increasing equity. The success of the Utah CTSI, due in part to our established collaborations with the Veteran’s Affairs (VA) Salt Lake City Health Care System, the Utah Department of Health and Human Services, Comagine, Intermountain Health, University of Nevada, Reno, the Association for Utah Community Health, and Community Faces of Utah, allows us to provide multiple resources to enhance this strong research proposal. We are committed to providing you and your well-established research team full access to the Utah CTSI facilities, resources, and collaborations.

*[In the sections below, please keep or delete paragraphs depending on relevance to your proposal. In each remaining paragraph, please be sure to add a description of how you are leveraging the resource in your proposal].*

The CTSI **Biomedical Informatics Core (BMIC)** provides comprehensive informatics support, education, and innovation for clinical and translational research. BMIC collaboratively supports investigators with informatics design, data management (including REDCap & OpenSpecimen), data federation and integration, development of participant-centric tools for research engagement, access to large scale national health data and networks, recruitment tools, assimilation of environmental and social exposures with clinical data, software development, and advanced AI-based analytics. Specific to this application, we intend to:

The CTSI’s **Cellular Translational Research Core (CTRC)** supports clinical and translational research by processing of human biospecimens, including PBMC, DNA, and RNA extraction, generating patient and CRISPR-engineered induced pluripotent stem cells, and providing biorepository services, including sample management, storage, and shipment. Specific to this application, we intend to:

The CTSI’s **Clinical Research Support Office (CRSO)** is the central hub to provide support across the lifecycle of a clinical research study. It enhances compliance, reduces administrative burdens, and helps remove barriers to enable efficiency, internal/external collaboration, cost recovery, and growth of clinical trials. CRSO provides navigation, tools, services, and training to support clinical research, and coordinates with existing departmental clinical research units. It is the administrative home for the clinical trial management system, OnCore, as well as Epic Research. It provides IND/IDE support, central monitoring, and quality assurance services. CRSO has developed a centralized training program, Clinical Research Staff Foundations, for entry-level clinical research staff at the University. Finally, CRSO works closely with a network of experts across the CTSI and University in CTSI Design Studios to support investigators in the development and optimization of clinical research projects. Specific to this application, we intend to:

The CTSI’s **Clinical Research Unit (CRU)** provides expertise and resources to enhance the safety, quality, and efficiency of human subject clinical research. The CRU oversees clinical research space in our research Outpatient Clinic in Research Park and within the University Hospital and Clinics, and schedules flexible clinical research visits in a variety of settings on central medical campus or in the community.  CRU staff provide research nurse expertise to support the execution of clinical research protocols. CRU works with research teams to obtain desired outcomes/data, maintain research integrity, and provide participants with a safe, exceptional patient experience. The staff are trained to work with participants ranging in age from newborn infants through senior citizens. Specific to this application, we intend to:

The CTSI’s **Community** **Collaboration and Engagement Team (CCET)** brings together and catalyzes community-academic partnerships, providing researchers with the tools and expertise to effectively engage patients, communities, and other partners across the research life cycle. By collaborating with and educating research teams about community-engaged practices, the CCET develops necessary resources to successfully involve diverse populations in research and ensure sustainable, equitable health outcomes. Specific to this application, we intend to:

The CTSI’s **Continuous quality Improvement, Tracking and Evaluation (CITE)** team works to provide measurements of program performance and outcomes both internally within the CTSI and its cores as well as on campus as a service. CITE uses the software platforms supported by the CTSI Biomedical Informatics Core (BMIC) to create innovative programmatic tracking and evaluation solutions. Services provided include: a) program evaluation, b) survey research and administration, c) dashboard development and d) data analytics and reporting. Specific to this application, we intend to:

The CTSI’s **Practice Engagement and Translation (PET)** team facilitates late-stage translational research in community healthcare systems and practices, and in population-based public health settings, with a focus on reaching historically marginalized populations and addressing health equity. PET supports team science addressing the development, evaluation, implementation, and dissemination of evidence-based interventions in community practice and public health settings. Specific to this application, we intend to:

The CTSI’s **Translational Research: Implementation, Analysis, and Design (TRIAD)** team provides methodological and data analytic support through seven integrated cores to investigators looking to perform research seeking to improve the health of patient populations. TRIAD provides expert collaborations on study design, statistical analysis, and interpretation of results to support clinical and translational research. Its cores include, the Study Design and Biostatistics Center, the Qualitative Core, the Health Economics Core, the Survey Design and Measurement Core, the Systematic Review Core, the Cancer Biostatistics Core, and the Dissemination & Implementation Science Core. Specific to this application, we intend to:

The CTSI's collaboration with the UU Vice President for Research's **Office of Research Participant Advocacy (ORPA)** helps to facilitate participant interactions so that they are more efficient, effective, and safer, and language access support for non-English speaking participants. ORPA is the liaison between research participants, researchers, and regulatory bodies, including the IRB. The ORPA provides comprehensive translation and interpretation services (currently supporting 60 languages), focusing on participants' comprehension. The office also supports and educates investigators and their teams on current best practices working with underserved and underrepresented community members and assists with developing recruitment strategies to ensure equitable access and opportunity to research. Specific to this application, we intend to:

The CTSI also collaborates with the UU Vice President for Research though the **Research Ethics Service (RES)**. RES provides formal training, educational materials, and consultative services to promote scientific integrity, rigor, and the responsible conduct of research across the institution. Specific to this application, we intend to:

The CTSI’s **Workforce Development** programs supports the training needs of a diverse workforce. It offers a **Master of Science in Clinical Investigation (MSCI)** program that brings together a modular didactic curriculum that can be customized based on trainees' interests. Course curriculum has been designed to build competencies across the translational spectrum of research, including clinical trials design and analysis, personalized health, genomic analysis, biostatistics, epidemiology, informatics, population health, comparative effectiveness, and health services research. Specific to this application, we intend to:

The CTSI’s **K12 Early Career Faculty Development Program** offers training for mentored research and career development support for junior investigators. The CTSI’s **Spheres of Translation Across the Research Spectrum (STARS) Pre & Postdoctoral T32 Program** provides pre- and post-doctoral training opportunities in translational research across three spheres of emphasis (Discover, Demonstration, and Dissemination). Specific to this application, we intend to:

In addition, the CTSI is collaborating with the Salt Lake Center for Science Education to cultivate science self-efficacy in grade 7–12 STEM students and provide professional development opportunities for our trainees. Finally, the CTSI offers monthly K-Club meetings, cyclical R01 Writing Groups, a Peer Grant Review Program, Pilot Grant Programs, and an annual Translational Research Trainee Symposium.

The Utah CTSI looks forward to supporting your project. We wish you every success on your application.

Sincerely,

**Rachel Hess & Jennifer J. Majersik**