

Spinal Cord Injury and Traumatic Brain Injury Research (SCI-TBI) Research Grant

2025 Request for Proposal Workshop
March 12, 2025

Laura Benson | Program Administrator

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2. Funding Availability
3. Eligibility
4. Selection Criteria & Process
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SCI-TBI Grant Overview

Grant Overview – Background

The State of Minnesota established the Spinal Cord Injury and Traumatic Brain Injury Grant Program effective July 1, 2015.

The Office of Higher Education administers the Spinal Cord Injury and Traumatic Brain Injury Research Grant Program through [Minnesota Statute 136A.901](#) which provides funding for research into new and innovative treatments and rehabilitative efforts for the functional improvement of people with spinal cord and traumatic brain injuries.

This 2025 round of funding was established during the 2023 Regular Session [Chapter 41 - MN Laws](#)

Grant Overview - Timeline

February 26, 2025

✓ Request for Proposals available to applicants

1 p.m. CT, March 12, 2025

✓ Request for Proposal Workshop (virtual)

April 1, 2025

User Registration Deadline

April 11, 2025

Technical Questions Deadline

4:30 p.m. CT , April 23, 2025

Deadline for receipt of full proposals

June 26, 2025

Presentations and Q&A (virtual)

No later than July 11, 2025

All Applicants Notified

Funding Availability

Funding Availability

- \$3,000,000 is appropriated each year of the 2024/2025 biennium to support the Spinal Cord Injury and Traumatic Brain Injury Grant Program, with three percent of this appropriation for program administration.
- 50 percent of the available funds are for research focused on spinal cord injuries (SCI) and 50 percent are for research focused on traumatic brain injuries (TBI).
- **\$1,455,000 is available for SCI grants and \$1,455,000 is available for TBI grants.**

Eligibility

Eligibility: Institutions and PIs

Institutions/Organizations located within Minnesota and fall into one or more of the following categories:

- Public/state controlled institution of higher education
- Private institution of higher education
- Nonprofit with 501(c)(3) IRS status (other than institution of higher education)
- Nonprofit without 501(c)(3) IRS status (other than institution of higher education)
- Small business
- For-profit organization (other than small business)

Principal Investigators must have the skills, knowledge, and resources necessary to carry out the proposed research.

Ineligible PIs:

- Postdoctoral fellows and residents will not be considered as principal investigators.
- Post-doctorates, residents, or other individuals are eligible to be listed as key personnel or consultants.

Eligibility: Tier One Projects

Tier One Project Details

- Reflects early investment as the researcher prepares to seek a larger grant award from a federal program or nonprofit organization.
- Preliminary data is not required but encouraged.
- Maximum Request: \$125,000

Eligibility: Tier Two Projects

Tier Two Project Details

- Primarily for research with strong supporting/preliminary data.
- If the budget is justifiable, the Standard Research Grant may also fund pilot projects.
- Applicants are encouraged to attach papers; in-press, pre-published drafts, and accepted papers may be cited or submitted separately as an appendix
- Maximum Request: \$250,000

Eligibility: Tier Three Projects

Tier Three Project Details

- Projects must have concurrent application for, or funding from federal or industry sources.
- Preliminary data must be published or in press in a scientific journal and cited or submitted separately as an appendix.
- Projects including human subjects are preferred.
- Maximum Request: \$500,000

Selection Criteria & Process

Selection Criteria

A review committee of community experts evaluates proposals based upon the following 45-point scale:

- Significance (1-9 points)
- Innovation (1-9 points)
- Approach (1-9 points)
- Investigator(s) (1-9 points)
- Appropriateness of Facilities/Environment (1-9 points)

Selection Process

1. OHE reviews proposals for minimum requirements. Incomplete proposals, late proposals, proposals not responding to submission guidelines, and proposals from ineligible applicants will not be considered.
2. Each eligible proposal will be reviewed and scored by a committee of community experts in accordance with the Selection Criteria.
3. Highest scoring proposals will be moved forward to present (and respond to Q&A) for reviewers virtually on June 26, 2025. Invitations to present will be sent no later than June 13, 2025.
4. Following the presentations and Q&A, committees submit their final evaluations to OHE.
5. Members of the Spinal Cord and Traumatic Brain Injury Advisory Council review committee evaluations and make funding decisions.
6. OHE awards available funds.

GWU-OHE Portal and Proposal Content

GWJ Portal and Proposal Content

Applicants may access proposal content through the proposal portal:
<https://gwi-ohe.intelligrants.com/>

Register by April 1, 2025

Proposals must be submitted no later than 4:30 p.m. central time, on **April 23, 2025**. Late or incomplete proposals will not be considered.

GWI Portal and Proposal Content



Login

Username

Password



Log In

[Forgot Username/Password!](#)

[New User? Register Here!](#)

GWJ Portal and Proposal Content

New User Registration

Address Not Validated Validate ✖

Address 2

City

State

ZIP Code

County

Email

Phone

Phone 2

Fax

Cell Phone

Website

Username

Password

Verify Password

Title of Grant or Workforce Initiative Program

Register

Required Fields:

- First Name
- Last Name
- Organization
- Address, City, ZIP
- County
- Email Phone
- Username
- Password
- Title of Grant or Workforce Initiative Program

**In Title of Grant or Workforce Initiative Program:
Please also include your role – Grantee Authorized
Official (GAO) or Principal Investigator (PI)**

GWJ Portal and Proposal Content

My Tasks

Initiate Related Document

> Filter

My Tasks



Name	Document Type	Organization	Status	Status Date	Due Date
GDT-2024-00036	Proposal/Grant	Benson Testing Organization	Application in Progress	7/30/2024 11:02:17 AM	
GDT-2024-00041	Proposal/Grant	Benson Testing Organization	Application in Progress	2/24/2025 3:47:37 PM	

Navigation: [Home] [Left] [1] [Right] [End]

My Opportunities

Cannabis Industry 2025		Open Ended
Emergency Assistance for Postsecondary Students 2026-2027	MNOHE Provider Org	3/5/2025 12:00:00 AM - Open Ended
Intervention for College Attendance Program 2026-2027	MNOHE Provider Org	1/9/2025 12:00:00 AM - Open Ended
Spinal Cord Injury and Traumatic Brain Injury 2025	MNOHE Provider Org	4/1/2024 12:00:00 AM - Open Ended

Navigation: [Home] [Left] [1] [Right] [End]

Announcements



GWI Portal and Proposal Content

The screenshot shows a web application interface for assigning a Principal Investigator to a proposal. The top navigation bar includes 'Home' and 'Searches'. The main header displays the proposal ID 'SCI-TBI-2025-00013' and the title 'Assign Principal Investigator'. A sidebar on the left lists various proposal components, each with a checkbox: Forms (expanded), Proposal, Assign Principal Investigator (checked), Proposal Cover Sheet, Program Abstract, Research Plan, Financial and Applicant Capacity Review, Attachments, Budget (expanded), Personnel, Consultant Costs/Sub Awards, Supplies, Patient Care Costs, Travel (In State), Travel (Out of State), Other Expenses, Budget Summary, Proposal Signatures, and Submission Signatures. The main content area contains instructions: 'Instructions: Select any Principal Investigator's from your organization to add them to the SCI-TBI Application. The'. Below the instructions is a 'Principal Investigator Selection' section with a dropdown menu and a plus sign button. The bottom right corner of the page shows the text 'Ne'.

GWJ Portal and Proposal Content

- Proposal Cover Sheet
- Program Abstract
- Research Plan
- Financial and Applicant Capacity Review
- Attachments
 - References
 - Senior/Key Personnel Report
 - Bio-Sketches of PI and Senior/Key Personnel
 - Other Grant Support
- Budget
 - Personnel
 - Consultant Costs/Sub Awards
 - Supplies
 - Patient Care Costs
 - Travel (In State)
 - Travel (Out of State)
 - Other Expenses
- Proposal Signatures

GWJ Portal and Proposal Content

SCI-TBI-2025-00013

Travel (Out of State)

Other Expenses

Budget Summary

Proposal Signatures

Submission Signatures

Tools

Landing Page

Add/Edit People

Status History

Attachment Repository

Modification Summary

Document Validation

Notes

Print Document

Document Messages

Status Options

Application Cancelled

Submit Application

Related Documents

Document Landing Page

Template
Spinal Cord Injury and Traumatic Brain Injury 2025

Instance
Spinal Cord Injury

Document Name
SCI-TBI-2025-00013

Document Status
Application in Pro

Organization
Benson Testing Organization

Your Role
Grantee Authoriz

Application Submitted Proposal Awarded Agreement Draft i

Grant resources are available online at Spinal Cord Injury and Traumatic Brain Injury Research Gr

Ready to Submit?

Scroll down to “Status Options” on the left-hand side navigation menu, select “Submit Application”. Follow Prompts.

Only GAOs can submit.

If you’ve started a proposal in error, click on “Application Cancelled”. This cannot be undone.

GWJ Portal and Proposal Content

Home Searches ▾

LOGGED IN AS: Laura TestBenson ▾

Proposals/Grants

- Recent Documents ▸
- Proposals/Grants**
- Reimbursements
- Progress Reports

Instructions

- Fill out the form and click Search to search for a specific document.
- Leave the form blank and click Search to show all your documents.

Document Search

Name	<input type="text"/>	Sub Code	<input type="text"/>
Type	<input type="text" value="Spinal Cord Injury and Traumatic Brain Injury 2025"/>	Status	<input type="text"/>
Organization	<input type="text"/>	Person	<input type="text"/>

Grant Planning

Grant Planning

- July 2025: Grantee Orientation
- July-August 2025: Finalize Workplan and Budget, Grant Contract Execution
- July-August 2025-June 30, 2027/8: Grant Period
 - Interim Progress Narrative Reports, Invoicing
 - Monitoring/Site Visit
 - Financial Reconciliation
 - Final Narrative Report
 - Grantee Performance Evaluation
 - Amendments, Budget Adjustments, and Extensions

Grantee Orientation

July 2025

Following award notification, OHE will host a virtual two-hour orientation for:

- Grantee Authorized Officials
- Principal Investigators
- Grantee Fiscal Representatives

Workplan and Budget

July-August 2025

- Project Abstract
- Budget and Budget Justification
 - As amended, if applicable

Grant Contract Execution

July-August 2025

- Draft Contracts for review (minus project details) will be posted to the SCI-TBI page early April
- Tiers 1 and 2: Contract through June 30, 2027
- Tier 3: Contract through June 30, 2028

Interim Narrative Progress Report(s)

- Due July 31 Annually until Final Report/Project Close
- Submitted in Online Portal

Final Narrative Report

- Due August 15, 2027/8 upon completion of project
- Submitted in Online Portal

Invoicing

- Per timeline outlined in contract
- Supplemental documentation required (e.g. detail trial balance)
- Submit request in Online Portal
- Reimbursement basis; exceptions must be requested in writing during contract draft process

Site Visit/Monitoring

- \$50,000-\$249,999: Once per Grant Period
- \$250,000+: Annually until Project Close
- Opportunity for OHE to see the grant-funded work in action
 - Conversations with project staff: programmatic and/or administrative
 - Facility Tour, project-related event(s) or activities

Financial Reconciliation

- Annually until Project Close
- More information to come

Amendments and Extensions

- Tiers 1 and 2: One No-Cost Extension (NCE) per contract
 - May request up to two (2) additional extensions for extraordinary circumstances
- Tier 3: Two No-Cost Extension (NCE) per contract
- No Contract can continue beyond five (5) years
- NCE Requests must be made at least 45 days in advance of contract end date
- Amendments required for NCE Requests
- Amendments no longer required for Budget Adjustments, but requests/approval process still in place

Grantee Performance Evaluation

Prior to the closeout of the grant, OHE will evaluate the performance of all grantees. OHE considers the following information during the evaluation process:

- Grant description, purpose, and proposed Grant Outcomes
- Description of actual Grant Outcomes
- Compliance with reporting requirements
- Grant Monitoring Visits and Financial Reconciliation results, if applicable
- Significant changes that arose during the grant award period
- Status of any financial/audit concerns involving the Grantee
- Additional conditions placed on the Grant as part of the Pre-Award Risk Assessment process
- If there were any fraud, waste, or abuse concerns
- If the Grant was terminated for cause

Grantee Performance Evaluation Continued

- Evaluations of grantee performance for grant contract agreements over \$25,000 must be provided by OHE to the Minnesota Department of Administration.
- OHE will share grantee performance evaluations with other state agencies upon request.
- Evaluations are considered public per Minnesota Statute 13.599 Grants (https://www.revisor.mn.gov/statutes/2023/cite/13.599?keyword_type=all&keyword=13.599).
- OHE considers past grantee performance before awarding subsequent grants to grantees.

Questions & Closing

Applications due **April 23, 2025** (4:30 p.m. Central Time)

Laura Benson | Program Administrator

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(651) 259-3906

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