

REDCap Application Guide Fall 2022
The University of Cincinnati Cancer Center (UCCC)
Pilot Project Award Program

IMPORTANT DEADLINES

For the fall 2022 cycle:

- Applications will be accepted **August 29, 2022 through September 9, 2022.**
- Awards will be announced and funding available in **November 2022.**

APPLICATION PROCESS

Applications will only be accepted electronically and should be submitted in REDCap (Research Electronic Data Capture) using the following link:

<https://redcap.research.cchmc.org/surveys/?s=JFR8WC34YTWCRDAP>.

- **Applicant Information:** Enter or select name, degree(s), current academic position/title, institution, department, division (if applicable), and contact information.

Applicant Information

Full name:
* must provide value

Degree(s) - Check all that apply:
* must provide value

+ MD

+ PhD

+ Other

Current academic position/title:
* must provide value

Assistant Professor

Associate Professor

Professor

Other

reset

Institution of primary appointment:
* must provide value

UC

Cincinnati Children's

Other

reset

Department:
* must provide value


Division (if applicable):

Phone number:
* must provide value

Email address:
* must provide value

- Read the description of an early stage investigator (ESI) and indicate whether the applicant is an ESI.

Early stage investigator status:

Early Stage Investigator (ESI) Status	Will I lose ESI status if...
<p>What is ESI? NIH defines an <i>Early Stage Investigator (ESI)</i> as a Program Director / Principal Investigator (PD/PI) who has completed their terminal research degree or end of post-graduate clinical training, whichever date is later, within the past 10 years and who has not previously competed successfully as PD/PI for a substantial NIH independent research award.</p> <p>What is the benefit of having an ESI status? ESI applications with meritorious scores will be prioritized for funding by the institute or center receiving the application.</p> <p>How can I check if I have an ESI status? Check the Education section of your eRA Commons profile. ESI status is determined automatically by functionality built into eRA Commons. The status is based on the investigator's record of receiving NIH grants and the completion date of his/her terminal research degree or the completion of post-graduate clinical training entered into the eRA Commons personal profile.</p> <p>Where can I find out more? You can find more information here: https://grants.nih.gov/policy/early-investigators/index.htm Related NEXUS posts: https://nexus.od.nih.gov/all/tag/esi/ FAQs: https://grants.nih.gov/policy/early-investigators/faqs.htm</p> <p> National Institutes of Health Office of Extramural Research Created 4/9/2020</p>	<p>YES</p> <ul style="list-style-type: none"> It has been more than 10 years since my terminal research degree or end of post-graduate clinical training and I have not experienced situations that qualify for an ESI extension request. (See these FAQs about ESI Extensions.) <p>MAYBE</p> <ul style="list-style-type: none"> I am the PD/PI (or multi-PD/PI) on an NIH award. <ul style="list-style-type: none"> Yes, if you successfully competed as a PD/PI for a substantial independent research award. No, if you are the PD/PI of an award on our list of smaller grants & awards that maintain ESI status. I am the PD/PI (or multi-PD/PI) on a multi-project award. <ul style="list-style-type: none"> Yes, if you successfully competed as a PD/PI for the overall multi-project application. No, if you led a component but were not the PD/PI of the overall application. <p>NO</p> <ul style="list-style-type: none"> I'm a Co-Investigator on the grant. (NIH only recognizes senior/key with the role PD/PI as principal investigators.) I'm the PD/PI on a subaward or subcontract. I became the PD/PI due to a change of investigator action. (If you did not compete successfully as the PD/PI for a substantial NIH independent research award you won't lose status.)

Are you an early stage investigator (ESI) as defined by the NIH?
* must provide value

Yes No

reset

- **Research Proposal:**

- Select or enter the requested information regarding research conduct.

Research Proposal

Please select the category that best reflects the nature of your work (only one category per submission).
* must provide value

Basic Science Research

Clinical/Translational Research

Population Science Research

reset

Institution where research will be conducted:
* must provide value

UC

Cincinnati Children's

UC and Cincinnati Children's

UC and UC Health

Other

reset

Department where research will be conducted:
* must provide value

Division where research will be conducted (if applicable):

If this research will involve any of the following, check the appropriate box(es). If this application is awarded, the necessary certification requirements must be met in accordance with policies on ethical conduct of research.
* must provide value

Human Subjects

Animals

Human Stem Cell

Biohazards

None

- Enter or copy and paste text for the following sections: Project Title, Abstract, Background, Hypothesis and Specific Aims, Experimental Design and Timeline, Preliminary Data (optional), Plan for Data, and References.

<p>Project Title: <small>* must provide value</small></p> <input type="text"/> <p><small>Copy and paste text</small> <small>Expand</small></p>
<p>Abstract (not to exceed 250 words): <small>* must provide value</small></p> <input type="text"/> <p><small>250 words remaining</small> <small>Copy and paste text</small> <small>Expand</small></p>
<p>Background: <small>* must provide value</small></p> <input type="text"/> <p><small>Copy and paste text</small> <small>Expand</small></p>
<p>Hypothesis and Specific Aims: <small>* must provide value</small></p> <input type="text"/> <p><small>Copy and paste text</small> <small>Expand</small></p>
<p>Experimental Design and Timeline: <small>* must provide value</small></p> <input type="text"/> <p><small>Expand</small></p>
<p>Preliminary Data (optional):</p> <input type="text"/> <p><small>Copy and paste text</small> <small>Expand</small></p>
<p>Please describe plan to use data generated from the pilot project award for future National Cancer Institute (NCI), cancer-relevant NIH, or NCI-approved, peer-reviewed submission(s): <small>* must provide value</small></p> <input type="text"/> <p><small>Expand</small></p>
<p>References: <small>* must provide value</small></p> <input type="text"/> <p><small>Copy and paste text</small> <small>Expand</small></p>

- Upload up to 4 tables or figures (optional) as .jpg, .tiff, or .png and provide title(s).

<p>Table/Figure 1:</p> <p>Upload file</p> <p>All tables and/or figures must be submitted in .jpg, .tiff, or .png format.</p>
<p>Please provide a brief title for Table/Figure 1: <input type="text"/></p>
<p>Table/Figure 2:</p> <p>Upload file</p> <p>All tables and/or figures must be submitted in .jpg, .tiff, or .png format.</p>
<p>Please provide a brief title for Table/Figure 2: <input type="text"/></p>

- Upload budget (format: <http://grants.nih.gov/grants/funding/phs398/fp4.pdf>).

Budget:

An itemized and detailed budget must be submitted and should include only items directly related to the research project.

- Budgets are limited to a maximum of \$50,000 for one (1) year and should be in PHS 398 format: <http://grants.nih.gov/grants/funding/phs398/fp4.pdf>
- Reviewers will consider whether the budget and requested period of support are fully justified and reasonable in relation to the proposed research.
- PI's salary, cellular devices, capital equipment, indirect costs, or administrative services should not be included. Exceptions may be made if a proven need exists.
- Any purchase of electronics (e.g., computers, laptops, tablets, etc.) belong to the University and must be relinquished to UC Cancer Center administration at the closing of the grant or expiration of funding.
- Salaries and benefits of post-doctoral fellows or research staff relative to the effort on the project may be included.
- Travel-related expenses should not be included on the initial project budget, as every effort should be made to utilize the funding in support of carrying out the proposed research.

* must provide value

[Upload file](#)

- Enter or copy and paste text in the Budget Justification section.

Budget Justification:

The budget justification is a separate document from the budget and must itemize and explain all items directly related to the research project.

* must provide value

Copy and paste text Expand

- **Biosketches and Other Support:** Upload biosketches (<https://grants.nih.gov/grants/forms/biosketch.htm>) and other support (<https://grants.nih.gov/grants/forms/othersupport.htm>) for the applicant/PI and any co-investigators (up to 3).

Biosketches and Other Support

Biosketches of the PI and co-investigators should be provided in current PHS 398 format: <https://grants.nih.gov/grants/forms/biosketch.htm>.

All investigators' active and pending sources of research support should be reported in current PHS 398 format: <https://grants.nih.gov/grants/forms/othersupport.htm>.

Applicant (PI) - Biosketch:

* must provide value

[Upload file](#)

PDF file or image file (JPG, JPEG, GIF, PNG, TIF, BMP)

Applicant (PI) - Other Support:

* must provide value

[Upload file](#)

PDF file or image file (JPG, JPEG, GIF, PNG, TIF, BMP)

Co-investigator 1 - Biosketch:

[Upload file](#)

PDF file or image file (JPG, JPEG, GIF, PNG, TIF, BMP)

Co-investigator 1 - Other Support:

[Upload file](#)

PDF file or image file (JPG, JPEG, GIF, PNG, TIF, BMP)

- **Letters of Support:** Select whether letters of support (LOS) will be added. Required if the PI is an early stage investigator (ESI).

Letters of Support

Do you have one or more letters of support (LOS) to add?

A letter of support is required from a mentor or faculty advisor if the PI is an early stage investigator (ESI). An ESI is a new investigator who has completed their terminal research degree or medical residency (or the equivalent and whichever date is later) within the past ten (10) years and has not yet been awarded a substantial, competing NIH research grant. Letters of support from all project collaborators should also be provided (limit of 3).

* must provide value

reset

- If yes, enter the full name of the person providing LOS 1 and upload.

Letters of Support

Do you have one or more letters of support (LOS) to add?

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* must provide value

reset

Full name of person providing LOS 1:

* must provide value

LOS 1 upload:

[Upload file](#)

- Select whether another letter of support will be added.

Do you have another letter of support to add?

reset

- If yes, enter the full name of the person providing LOS 2 and upload.

Do you have another letter of support to add?

reset

Full name of person providing LOS 2:

* must provide value

LOS 2 upload:

[Upload file](#)

- Select whether another letter of support will be added.

Do you have another letter of support to add?

reset

- If yes, enter the full name of the person providing LOS 3 and upload.

Do you have another letter of support to add?

reset

Full name of person providing LOS 3:

* must provide value

LOS 3 upload:

[Upload file](#)

- **Affirmative Action Survey (optional):**

Affirmative Action Survey

Responses in this section are voluntary and are used to comply with government record-keeping and reporting requirements. This information will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual. The information you provide is vital to the program's compliance with applicable laws.

Gender:

Female

Male

Non-binary

Other

reset

Ethnicity:

Hispanic

Non-Hispanic

reset

Race:

Black/African American

Asian

Caucasian

Native American or Alaskan

Native Hawaiian or Other Pacific Islander

Multiple races

reset

- **Application Signature:**

Application Signature

By signing this application, I certify that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required documentation and agree to comply with any resulting terms if I accept an award.

* must provide value

➤ [Add signature](#)

- **Submit Application or Save & Return Later:**

QUESTIONS?

Please email Katie Fulton, UCCC Administrator for Grants, Pilots, & Program Development, at kathleen.fulton@uc.edu.