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.chmc.org/surveys/?s=JFR8WC34YTWCRDAP](https://redcap.research.chmc.org/surveys/?s=JFR8WC34YTWCRDAP).

• **Applicant Information**: Enter or select name, degree(s), current academic position/title, institution, department, division (if applicable), and contact information.
Read the description of an early stage investigator (ESI) and indicate whether the applicant is an ESI.

Research Proposal:
Select or enter the requested information regarding research conduct.
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.
• Upload up to 2 tables or figures (optional) as .jpg, .tiff, or .png and provide title(s).


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

• **Biosketches and Other Support:** Upload biosketches ([https://grants.nih.gov/grants/forms/biosketch.htm](https://grants.nih.gov/grants/forms/biosketch.htm)) and other support ([https://grants.nih.gov/grants/forms/othersupport.htm](https://grants.nih.gov/grants/forms/othersupport.htm)) for the applicant/PI and any co-investigators (up to 3).
• **Letters of Support**: Select whether letters of support (LOS) will be added. Required if the PI is an early stage investigator (ESI).

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

  o Select whether another letter of support will be added.

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

  o Select whether another letter of support will be added.

  o If yes, enter the full name of the person providing LOS 3 and upload.
• **Affirmative Action Survey (optional):**

![Affirmative Action Survey](image)

- **Gender:**
  - Female
  - Male
  - Non-binary
  - Other

- **Ethnicity:**
  - Hispanic
  - Non-Hispanic

- **Race:**
  - Black/African American
  - Asian
  - Caucasian
  - Native American or Alaska Native
  - Native Hawaiian or Other Pacific Islander
  - Multiple races

• **Application Signature:**

![Application Signature](image)

**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.**

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

![Submit and Save & Return Later](image)

QUESTIONS?
Please email Katie Fulton, UCCC Administrator for Grants, Pilots, & Program Development, at [kathleen.fulton@uc.edu](mailto:kathleen.fulton@uc.edu).