

### **Request for Applications Fall 2023**

## **Inter-Programmatic Multi-Principal Investigator (PI) Collaborative Funding Opportunity University of Cincinnati Cancer Center (UCCC) Pilot Project Award Program**

### **IMPORTANT DEADLINES**

For the Fall 2023 cycle:

- Applications accepted **August 28, 2023 through September 11, 2023 at 5PM ET.**
- Awards will be announced and funding available in **November 2023.**

**New this year: Ride Cincinnati 2023 participation is required to be eligible for the Fall 2023, Cancer Survivorship, and Spring 2024 Pilot Project Award Program cycles.** Please see details of this new requirement in the section below regarding **ELIGIBILITY.**

### **GOALS OF THE PROGRAM**

The primary aim of this funding opportunity is to increase collaborative interactions across UCCC Research Programs to foster innovative cancer research. Additional goals of the UCCC Pilot Project Award Program include:

- Supporting faculty investigators with interest in cancer research.
- Facilitating novel approaches.
- Encouraging entry of new investigators into cancer research.
- Translating laboratory findings into clinical interventions.
- Generating preliminary data that will lead to peer-reviewed, cancer-relevant extramural funding, conference presentations, and publications.

### **CANCER TYPES TO BE SUPPORTED**

**Proposals for this funding opportunity are limited to breast and pancreatic cancers.**

### **AMOUNT AND LENGTH OF FUNDING**

Funded projects will each be awarded \$100,000 for a period of 1 year. Awards will be matched to an appropriate funding source by UCCC administration and scientific leadership.

### **ELIGIBILITY**

All full-time UC faculty (inclusive of faculty at Cincinnati Children's) are eligible to apply for UCCC membership, and subsequently, pilot project funding. Interested pilot project award applicants who are not yet UCCC members **must** first apply and be approved for membership. The application for UCCC membership can be found and completed at: <https://ucwebapps.uc.edu/institutemember/Account/Login>.

**Eligible applicants are limited to 1 submission per grant cycle as principal investigator (PI) or co-PI. In addition, PIs are only permitted to have 1 pending application (within the same area of research) at a time to a UCCC pilot funding mechanism.** For example, an investigator **cannot** apply as a co-PI for this opportunity and a single-PI pilot project award in the same cycle.

**No more than 3 investigators may apply as co-PIs to this funding opportunity, and they must represent at least 2 of the UCCC Research Programs** (Basic Science, Clinical/Translational, and/or Cancer Prevention, Control, and Population Science) to demonstrate inter-programmatic collaboration.

Clinical and post-doctoral research fellows, instructors, and research associates are eligible to serve as co-investigators or collaborators on applications in which their faculty advisor/mentor acts as official PI. This condition does not apply to medical residents.

**New this year: Ride Cincinnati 2023 participation is required to be eligible for the Fall 2023, Cancer Survivorship, and Spring 2024 Pilot Project Award Program cycles. For this collaborative funding opportunity, Ride Cincinnati participation is required for ALL co-PIs.** Participation is defined as being registered for [Ride Cincinnati](https://ridecincinnati.org/) as an in-person or virtual rider and raising a minimum of \$50 by the date of the event on **September 17, 2023**. Satisfying the Ride Cincinnati eligibility requirement is based on the fiscal year (July 1st–June 30th) and participating makes you eligible for the funding cycles held during the same fiscal year: Fall, Cancer Survivorship, and Spring. **New Cancer Center members who did not have** a UC faculty appointment at the time of Ride Cincinnati will be **eligible** to apply for funding; eligibility for the following fiscal years will be dependent on Ride Cincinnati participation. **New Cancer Center members who did have** a UC faculty appointment at the time of Ride Cincinnati will be **ineligible** for funding until they participate in the following year's event.

## APPLICATIONS

Please complete your application using the below criteria. Proposals will undergo rigorous peer review by the UCCC Pilot Project Award Review Committee and approval by UCCC scientific leadership. Reviews will be scored in accordance with the guidelines established by the National Institutes of Health (NIH).

**Applications will only be accepted via Research Electronic Data Capture (REDCap):**  
<https://redcap.research.cchmc.org/surveys/?s=89FPYNMCJYJAY9AY>.

Applicants may save their progress and return their applications to complete and submit at a later time. Text can be entered directly or copied and pasted where indicated. Supportive documents, tables, and figures will be uploaded as detailed below. Please note that all of the following fields are required unless stated otherwise and will be marked as such in the REDCap system. All required fields must be submitted for an application to be considered complete.

- **Applicant Information:** Please enter names, degrees, positions, institutions, and contact information of all co-PIs (limit of 3, must represent at least 2 UCCC Research Programs).
  - **Early Stage Investigator Status:** Read the description of an early stage investigator (ESI) and indicate whether any of the co-PIs is an ESI by answering the provided questions. An ESI is an investigator 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 PI for a substantial NIH independent research award. ESI applicants will be asked to enter the names of the individuals currently serving on their mentorship committee. If **all** co-PIs are considered ESIs, a letter of support from **one** of their primary mentors, senior faculty advisors, or department/division chairs will also be a required component of the application, as described below in **Letter of Support from Mentor**.
- **Ride Cincinnati 2023 Registration Status:** Please provide the Ride Cincinnati 2023 registration status of all co-PIs. If any of the co-PIs has not yet registered as an in-person or virtual rider for the September 17, 2023 event, you will be directed to Ride Cincinnati's website (<https://ridecincinnati.org/>) and are strongly encouraged to complete your registration prior to completing your pilot project award application in accordance with the new eligibility requirement outlined above.
- **Description of Collaboration:** Please detail the roles of each co-PI and describe how they will collaborate to contribute to the success of the proposed project.

- **Project Team:** Please enter the names and roles of any co-investigators (up to 3) and/or collaborators/consultants (up to 3) who will be contributing to your project. These members of the project team are most often faculty-level personnel. A co-investigator is someone who will be significantly involved in the scientific development and/or execution of the proposed research (i.e., senior/key personnel). Collaborators and consultants will play a less active role on the project. Biosketches and Other Support documents are required for co-investigators, but not for collaborators or consultants. Letters of support are required for collaborators and consultants, but not for co-investigators.
- **Research Proposal:**
  - **Research Information:** Please complete the requested fields regarding your research.
  - **Project Title:** Please enter a title for your proposed research project.
  - **Abstract:** Enter or copy and paste text. Please summarize the proposed project and explain why this work is important (not to exceed 250 words).
  - **Background:** Enter or copy and paste text. Please provide the goals of the project, timeline, and enough information to provide a context of common knowledge for the reviewers, who might not be experts in the field (1,400 words).
  - **Hypothesis and Specific Aims:** Enter or copy and paste text. Please outline the steps to fulfill objectives and address the critical need that the project is designed to address. Aims should be clear, achievable, and directly related to the content provided in the preceding sections (1,200 words).
  - **Experimental Design and Timeline:** Enter or copy and paste text. Questions to consider for this section include: Are the overall strategy, methodology, and analyses well reasoned and appropriate to accomplish the specific aims of the project? Are potential problems, alternative strategies, and benchmarks for success presented? If the project is in the early stages of development, will the strategy establish feasibility? (3,000 words).
  - **Preliminary Data (if available):** Enter or copy and paste text. Preliminary data related to the proposed research should be included if it is available. However, please note that for investigators moving into new, innovative areas of work, the absence of preliminary data will not preclude funding (1,000 words).
  - **Plan to use pilot project data for future National Cancer Institute (NCI), cancer-relevant NIH, or NCI-approved, peer-reviewed submissions ([see link for list of approved organizations](#)):** Enter or copy and paste text. The role of the proposed project in leading toward successful extramural funding should be addressed (200 words).
  - **References:** Enter or copy and paste text. NIH guidance on suggested formatting of citations can be found here: <https://grants.nih.gov/grants/how-to-apply-application-guide/format-and-write/format-attachments.htm>.
  - **Tables and Figures (limit of 6):** Upload. Must be in .jpg, .tiff, or .png format.
- **Budget:** Upload. An itemized and detailed budget must be submitted with each application and should include only items directly related to the research project.
  - **Budgets are limited to \$100,000 for 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 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 UCCC 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. Every effort should be made to utilize the funding in support of carrying out the proposed research. If funds remain upon completion of the project, the use of these funds for travel will be evaluated on a case-by-case basis. Travel must be associated with a presentation of significant findings directly related to the pilot project. Awardees must request the use of pilot project funds for travel in writing to [UCCCgrants@uc.edu](mailto:UCCCgrants@uc.edu) prior to the end of the grant period.
- **Budget Justification:** Enter or copy and paste text. The budget justification is a separate section from the budget and must itemize and explain all items directly related to the research project.
- **Biographical Sketches (applicant required, limit of 3 co-investigators):** Upload. Biosketches of the co-PIs and all co-investigators should be provided in current PHS 398 format: <https://grants.nih.gov/grants/forms/biosketch.htm>.
- **Other Support (applicant required, limit of 3 co-investigators):** Upload. 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>.
- **Letter of Support from Mentor (limit of 1, for ESI applicants only):** Upload. If **all** co-PIs are considered early stage investigators (ESIs), a letter of support from **one** of their primary mentors, senior faculty advisors, or department/division chairs is required. This letter should confirm that the multi-PI team is qualified to conduct the proposed research and has adequate space, facilities, mentorship, etc. available to them to ensure that their project will be successful.
- **Letters of Support from Collaborators/Consultants (limit of 3):** Upload. Letters of support from project collaborators and/or consultants should be provided to clearly define the roles of these individuals and how they will contribute to the proposed research. Letters are not required from co-investigators.
- **Affirmative Action Survey (optional):** Responses in this section are voluntary and 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 be in aggregate and not identify any specific individual. The information you provide is vital to the program's compliance with applicable laws.

## EVALUATION OF PROPOSALS

Proposals will be evaluated in relation to their projected effectiveness in using pilot funding to address the following areas:

- Research priorities, as determined by UCCC scientific leadership.
- Innovation and movement towards new scientific directions that align with the strategic initiatives of the UCCC.
- Assessing scientific merit of proposed research.
- Programmatic priorities.
- Scientific opportunities of the UCCC.

- Growth in the Center's planning and evaluation activities.
- Potential to obtain future NCI, cancer-relevant NIH, or NCI-approved, peer-reviewed submission(s).

## REVIEW PROCESS

Each proposal will be reviewed by the UCCC Pilot Project Award Review Committee based on scientific impact and scored using current NIH peer-review guidelines. The Committee will be chaired by UCCC scientific leadership. Standing members will be assigned reviews, and ad hoc members will be invited based on areas of expertise, depending upon applications submitted. Proposals will be assigned 1 primary and 2 secondary reviewers and receive an overall score from all members of the Committee, except in cases of conflicts of interest. Avoidance of conflicts of interest will be communicated. While applicants may not serve on the Committee, Committee members may be listed as project co-investigators, collaborators, or consultants, but will be recused during discussions of their grant and cannot vote on their application. Final scoring will occur following discussion. Redacted critiques of each proposal, including proposals not selected for funding, will be sent to all applicants via email. Any required revisions (e.g., budget) will be noted in this correspondence as well.

## PROGRESS REPORTING AND EXPECTATIONS

Funded investigators will be asked to submit progress reports every 6 months for the duration of funding, with a final progress report at the end of the active funding period. **Pilot project recipients from Cincinnati Children's must also submit invoices for expensing at minimum every 6 months as part of their progress reporting.** In addition, all awardees are expected to comply with any future requests from UCCC administration or leadership for longitudinal, follow-up information related to pilot projects for at least a minimum of 5 years after the end of the award period. Presentation(s) to UCCC scientific leadership and/or other groups may be requested as well; this includes, but is not limited to, presentations at Research Program meetings, Cancer Research Seminar Series, annual retreats, and other events hosted by UCCC. The progress reporting template will be provided by UCCC administration. Progress reports should detail return on investment, such as:

- Presentations, abstracts, publications, etc. resulting from projects benefiting from pilot funds.
- External, peer-reviewed funding received using pilot project data and findings.
- Commercialization, such as royalties received, number of licenses, and start-up companies.
- Patent applications and approved patents.
- Trials developed, with number of patients recruited or status of trial provided.

Please note that any resulting presentations, abstracts, publications, grant submissions, etc. should acknowledge the UCCC Pilot Project Award Program and, as applicable, the appropriate donors or foundations providing source funding for the project. These details will be outlined in recipients' award letters.

Opportunities to request no-cost extensions for funded projects will be communicated by UCCC administration and submitted via the progress report. **Each pilot project will be limited to no more than 2 no-cost extensions (12 months per extension, resulting in a maximum of 2 years beyond the initial 1-year award period).** Any funds remaining after the extended project period will be reinvested into the UCCC Pilot Project Award Program.

Finally, awardees will be expected to serve as ad hoc members of the UCCC Pilot Project Award Review Committee during future grant cycles.

**DISCONTINUATION OF FUNDING**

UCCC reserves the right to discontinue pilot funding if no substantive progress has been made within 12 months of the project or the PIs do not provide requested progress reports or are non-responsive to other time-sensitive requests from UCCC administration or scientific leadership. If any of the co-PIs leave their respective institution, a succession plan describing any resulting leadership changes will be requested. Reviews and decisions will be made on a case-by-case basis. If discontinued, funds will be reinvested into the UCCC Pilot Project Award Program.

**QUESTIONS?**

Please email [UCCCGrants@uc.edu](mailto:UCCCGrants@uc.edu).