Program Overview & Application Instructions

Cancer Research Development Awards

Deadline: July 15, 2009

Program Overview

A. Sponsorship and Purpose

Thanks to the generous support of our donors, the OHSU Knight Cancer Institute is offering four Cancer Research Development Awards this year.

- U.S. Bank Cancer Research Development Award – $10,000
- NW Heart of Gold Cancer Research Development Award – $10,000
- Oregon Cancer Ski Out Cancer Research Development Award – two $10,000 awards

The purpose of this funding mechanism is to cultivate outstanding cancer research by assisting in the generation of preliminary data for peer-reviewed national funding, career development proposals, or similar. This mechanism is intended to support clinical, basic, or population-based research that is cancer focused. Scientific excellence will be the key review element for all applications. Interdisciplinary research, in which investigators from disparate scientific areas collaborate to bring unique approaches to the cancer problem, is encouraged.

B. Award Details

1. **Awards:** $10,000 in direct costs per award plus 20 hours of free biostatistics support

2. **Eligibility:** Faculty members within five years of their first faculty appointment and senior-level trainees (e.g., senior post-doctoral fellows without faculty rank of assistant professor) who have well-developed plans for preparing a national cancer research development application (e.g., NIH K-award or equivalent) may apply.

3. **Funding period:** October 1, 2009 through September 30, 2010

4. **Allowable costs:** Personnel, supplies, travel, and other expenses, such as use of shared resources. Investigator salary is allowed, but clear justification as to why it is necessary should be provided (funds should be used principally to directly support the research). Equipment that is essential for the study, and is not otherwise available, may be requested.

C. Key Dates

1. Application deadline: Wednesday, July 15, 2009, 5:00 pm

2. Review of proposals and funding decision: approximately July 30, 2009

Application Instructions

A. Submission System

The OHSU Knight Cancer Institute’s Cancer Research Development Award application form and secure online submission system may be accessed from the Funding Opportunities page of the Oregon Clinical and Translational Research Institute’s website, [www.octri.org](http://www.octri.org).
B. Application Requirements

1. **Cover Letter** (2 pages maximum) should address each of the following:
   - Significance and innovation of the proposed research
   - Collaborative aspects of the project
   - Proposed timeline for completion of the project within the one year funding period
   - Other active funding available for the project
   - Research training to date and mentorship
   - How this funding would further your cancer research career
   - Plans for future grant submissions (e.g., NIH K-award) utilizing data from the proposal

2. **Abstracts**
   - Scientific – 250 word summary of proposal
   - Lay – 250 word lay language summary of proposal

3. **Research Proposal** – 5-pages maximum, following *Format Specifications* below and including:
   - Specific Aims
   - Hypothesis
   - Background and Significance
   - Preliminary Data (if warranted)
   - Research Design & Methods
   - Literature Cited (does not count against the 5-page limit)

4. **Project Budget** (form on the OCTRI website)
   - Page 1: Detailed Budget (no indirect costs will be provided)
   - Page 2: Budget Justification: provide a detailed explanation of all budget items

5. **Biographical Sketch(es)** for PI and Key Personnel
   - Use the most recent version of the NIH Biographical Sketch Format Page (http://grants.nih.gov/grants/funding/phs398/phs398.html).
   - Consolidate multiple biographical sketches into a single document, with the PI’s appearing first.

6. **Letters of Support**
   - Letters of support are not mandatory, but may be submitted with the application as a single document.

C. **Format Specifications.** All applications must adhere to the following guidelines:

1. Font
   - Use Arial 11 point.
   - Type density, including characters and spaces, must be no more than 15 characters per inch.
   - Type may be no more than six lines per inch.
   - Use black ink that can be clearly copied.
2. Page Margins
   - Use at least one-half inch margins (top, bottom, left, and right) for all pages, including continuation pages.

3. Application Paging
   - The application must be single-spaced.
   - Consecutively number pages in the Research Proposal.

4. Figures, Graphs, Diagrams, Charts, Tables, Figure Legends, and Footnotes
   - You may use a smaller type size but it must be in black ink, readily legible, and follow the font typeface requirement.
   - Do not include figures or other materials that are not inserted directly into the body of the application. Any separate pages will be counted as part of the 5 page Research Proposal limit.

5. Documents and file names
   - Documents can be in any of the following formats: *.doc, *.docx, *.pdf
   - For documents with tracked changes, please turn off tracked changes and accept all changes before uploading documents.
   - Documents should be named according to the following naming conventions (with appropriate file extension):
     1) Cover letter: PI last name_CRDA 2009_cover.doc (e.g., Smith_CRDA 2009_cover.doc)
     2) Research Proposal: PI last name_CRDA 2009_research.doc
     3) Project Budget: PI last name_CRDA 2009_budget.doc
     4) Biographical Sketch(es): PI last name_CRDA 2009_biosketch.doc [NOTE: combine all biosketches into a single document with the project PI’s biosketch first]
     5) Letters of support: PI last name_CRDA 2009_support.doc

D. Review Process

Project proposals will be reviewed by the OHSU Knight Cancer Institute Scientific Review Committee. All reviewers are experienced, funded investigators with expertise in evaluating research proposals. Several reviewers will read each proposal and all members of the committee will discuss them. Overall scores (using the NIH scale) will be given by each committee member and mean scores will be calculated for each proposal. All applicants will receive reviewer comments, whether their applications are funded or unfunded.

Each proposal will be evaluated for:

1. **Overall scientific excellence (50%)**
   - Are the conceptual framework and specific aims, study design, methodology, data analysis and interpretation, etc., of high scientific quality?
   - Do the investigators have the appropriate expertise to complete the project?

2. **Significance (20%)**
   - Does this study address an important problem?
   - If the aims are achieved, will scientific knowledge and/or clinical practice be advanced?
3. **Innovation (10%)**
   - Will this proposal provide results that are novel and likely to open new avenues of cancer investigation?
   - Is the proposal in an exciting new direction apart from the work already ongoing in the investigator’s research group?
   - Does the project develop or employ novel concepts, approaches, methodologies, tools, or technologies for this area?

4. **Multidisciplinary (10%)**
   - A priority for the Knight is to stimulate collaborative research. Multidisciplinary collaboration among scientists of diverse backgrounds is a plus, but not essential.

5. **Likelihood of leading to national funding or career development proposals (10%)**
   - The purpose of this funding mechanism is to cultivate outstanding cancer research by assisting in the generation of preliminary data for peer-reviewed national funding, career development proposals, or similar.
   - All applicants should describe how the proposed studies are related to future funding plans.

Projects are particularly sought that have a high likelihood of increasing enrollment of women or minorities to therapeutic clinical trials or understanding the barriers to enrollment (this criteria does not apply to the prostate cancer restricted project). In addition, projects should attempt to utilize Knight Shared Resources (Clinical Research Management, Biostatistics, Informatics, Gene Microarray, Proteomics, Flow Cytometry, Cancer Pathology, and Transgenic/Gene Targeting).

E. **Awardee Responsibilities**
   1. A Proposed Project Questionnaire (PPQ) is not required at the time of application; however, awardees will be required to submit a signed PPQ.
   2. IRB and IACUC approval (if needed) are required prior to release of funds.
   3. A final report describing project accomplishments must be submitted within 60 days of the project end date. This should include publications, grant applications (applied and funded), INDs or IDEs resulting from the project, and plans to further develop the project.
   4. These Cancer Research Development Awards have been made possible by generous donations from U.S. Bank, the NW Heart of Gold, and Oregon Cancer Ski Out. Once scientific review has been completed, donors will be asked to select which of the projects they would like their funds to support. Awardees should plan on sending a note of thanks and meeting the donor(s) at a mutually agreeable time and location to report on the project.

F. **Further Information**

Please direct all questions to Sarah Anderson, 503-494-1288, andesara@ohsu.edu.

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**APPLICATIONS ARE DUE BY 5:00 PM ON WEDNESDAY, JULY 15, 2009**