



U54 Partnership Developmental Research Project Application Guidelines

Overview

The Ponce Health Sciences University (PHSU) and the Moffitt Cancer Center (MCC) are recipients of a National Cancer Institute (NCI) Partnership to Advance Cancer Health Equity (PACHE) Award. PACHE partnerships are between Minority-Serving Institutions and NCI-designated Cancer Centers to understand and reduce cancer health disparities. The PHSU-MCC Partnership is making available Developmental Research Project (DRP) funding for faculty members at the Ponce Health Sciences University and Moffitt Cancer Center. DRPs are targeted to develop as pilot and full research projects in the U54 PHSU-MCC Partnership. Funded DRPs will have access to various Partnership resources including but not limited to PHSU-MCC Partnership Cores, scientific editor, and career enrichment activities.

Eligibility

Each Developmental Research Project must be submitted as a collaboration between a faculty member from PHSU and a faculty member from MCC by submitting one joint application.

Only tenure/tenure-earning faculty members are eligible to apply for these awards. If institutional commitment to an applicant is unclear, we will request an institutional letter of support.

Funding Information

- Applicants may request up to \$50,000 for a one-year period, generally to be distributed equally between the two investigators.
- A minimum of 2 developmental research projects will be funded.

Proposal Guidelines

- The potential for the proposal to lead to a pilot or full project in the PHSU-MCC Partnership.
- Proposals should support research projects with potential to lead to peer-reviewed publications and long-term external funding.
- Proposals can be in any area of cancer research (e.g., Basic, Translational, or Outreach).

- Work conducted primarily at the PHSU may be in any area of cancer research, but work conducted primarily at MCC must specifically address a cancer health disparity relevant to the Hispanic/Latino population.
- Early Stage Investigators are highly encouraged to apply. An Early Stage Investigator 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 PD/PI for a substantial NIH independent research award.
- Only one application per faculty member is permitted per cycle.

Format and Application Methods

A three-page application form is available on the Partnership website: <https://www.phsu-moffitt.org>.

An electronic copy of the proposal should be submitted **by 5:00 pm on October 1, 2018** to the PHSU-MCC Administrative Core.

Proposal Review

Proposals will be reviewed by the Partnership's Internal Advisory Committee and funding decisions made in consultation with the Partnership's External Program Steering Committee. Written reviews and feedback will be provided to the applicants within two months of the receipt deadline. Review will be conducted using the NIH scoring system and criteria, as follows:

Review Criteria

- **Significance** – Projects must address a relevant research question and have potential to lead to peer-reviewed publications and competitive extramural funding.
- **Innovation** – Projects must address a novel hypothesis or develop novel methodologies.
- **Approach** – Projects must provide a clear plan to achieve stated goals (e.g., Can the work be completed in the proposed time within the proposed budget with the available resources?).
- **Investigators** – Projects must clearly benefit from the leadership of investigators from both institutions.
- **Environment** – Projects must be relevant to the overall Partnership objectives and benefit from the Partnership's resources (such as the Puerto Rico BioBank).

Funding

It is our intention to make funding available for selected projects in November 2018. Indirect costs are not allowed and no-cost extensions will be granted only with approval of the Partnership PIs. Funds will be administered through the Partnership at each institution's Grants and Contracts Office.

PROJECT PERIOD: 11/01/2018 – 10/31/2019 (estimated)	
TOTAL AMOUNT REQUESTED: \$25,000 per institution	
Allowable and Unallowable Costs	
<p><u>Allowable</u></p> <ul style="list-style-type: none"> • MPI and Co-PI salary (0% to 1% maximum allowable) Note effort and salary coverage will take up budget dollars. Please consider this in assessing your level of effort on the project. Any effort will be charged at full Institutional salary, no salary cap will be applied • Research supplies and animal expenses • Technical assistance • Publication costs • Shared resources costs • Domestic travel to MCC/PHSU for research project collaborations • Special fees (pathology, photography, etc.) • Stipends for graduate students and postdoctoral assistants if their role is to promote and sustain the project presented by the faculty member • Equipment costing less than \$2,000 (Special justification is necessary for items exceeding this amount and must be included in the proposal budget and justified <u>for specific research purposes</u>) • Tablets and e-readers for <u>specific scientific purposes</u> and must be justified and budgeted in the application. Data plans, if needed must also be justified. NOTE: Data plan costs for tablets and e-readers are <u>not supported by the Institution.</u> 	<p><u>Unallowable</u></p> <ul style="list-style-type: none"> • Cost share (including salary cap) • Secretarial/administrative salaries • Tuition • Foreign travel • Honoraria and travel expenses for visiting lecturers • Books and periodicals • Membership dues • Office and laboratory furniture • Office equipment and supplies • Most computer purchases • Rental of office or laboratory space • Recruiting and relocation expenses • Non-medical services to patients • Per-diem charges for hospital beds • Construction, renovation, or maintenance of buildings/laboratories

Awardees' Obligations

PHSU-MCC Partnership awards carries several important obligations and responsibilities. Specifically, award recipients agree to the following:

- If an award is made to a proposal involving an Early Stage Investigator, the Early Stage Investigator will be invited to participate in the Partnership career development program, and must submit a career and professional development plan within **3 months** of the award.
- Any deliverables or other products and resources produced as a result of these funds will belong to the governance of the PHSU-MCC Partnership.
- For **3 years** following award receipt, awardees will complete an annual Progress Report. These reports are completed via email, average 1-2 pages, and describe: 1) project progress and results; 2) all publications and funding resulting from the funded project.
- During the funding period, fully participate in the activities of the Partnership including, but not limited to: teleconferences, meetings, retreats, workshops and seminars.
- Awardees must acknowledge the Partnership in any related publications or presentations by including the statement *"This publication is supported by (insert grant name and number) from the National Cancer Institute"*.
- Awardees agree to serve on a future Review Committee or participate in a U54 PHSU-MCC Partnership activity (e.g., retreat, workshop), if requested.

For more information about the PHSU-MCC Partnership, please contact Jaime Matta, PhD at Ponce Health Sciences University (jmatta@psm.edu) or Teresita Muñoz-Antonia, PhD at Moffitt Cancer Center (Teresita.Antonia@moffitt.org).

For more information about the PHSU-MCC Partnership, please visit:
<https://www.phsu-moffitt.org>.

For more information about the NCI PACHE U54 funding mechanism, please visit:
<http://grants.nih.gov/grants/guide/pa-files/PAR-12-055.html>.