

ANNOUNCEMENT

AMERICAN CANCER SOCIETY (ACS) “SEED GRANTS” FOR JUNIOR FACULTY DEADLINE: Noon, Wednesday, September 23, 2009

OVERVIEW

This announcement invites applications from junior faculty members from all departments and colleges of the University of Iowa. This is a one-year, cancer-focused research award supported through the Holden Comprehensive Cancer Center’s American Cancer Society Institutional Research Grant (ACS-IRG). The purpose of these seed grant awards is to foster research in cancer that cannot readily be supported through other available sources, and to permit the initiation of promising new projects or novel ideas necessary to obtain preliminary results for junior faculty to successfully compete for national research grants. These grants are intended to support independent, self-directed investigators early in their careers, for whom the institution provides the research facilities, the resources and space customary for an independent investigator.

A change in the policy from prior years allows a second year of funding to be considered for those investigators who were supported previously by an ACS-IRG seed grant. A second year of support will be based on competitive renewal and requires a full re-application that will be reviewed with new submissions. Progress towards the aims outlined in year 1 will be central to successful competition for a second year of funding. Thus, applicants who received ACS-IRG awards in 2008 may apply for a second grant for the same project.

Applications are encouraged from investigators performing basic or clinical research including cancer control, health services research, and behavioral/psychosocial research, and health policy and outcomes research related to cancer. American Cancer Society (ACS) funds are intended to assist independent researchers in conducting initial explorations which may lead to publication(s) and a successful application for support from a national funding agency.

ELIGIBILITY

Eligibility is limited to fully affiliated University of Iowa junior faculty (Associates, Assistant Professors, Instructors, or Research Scientists) within six years of their first independent research or faculty appointment. Research must be conducted at the University of Iowa. These awards are intended for junior faculty who are eligible to apply for NIH R01 grants, but who have NOT obtained such a grant. Senior faculty members (higher than Assistant Professor or equivalent), post-doctoral fellows, fellow associates are not eligible to apply. Applicants are NOT eligible if they have received grant support from a national agency, have previously served as P.I. on peer-reviewed grants from a national agency (even if such funding has expired), or if they have received prior support from the ACS. Applicants must be at the time of submission, citizens or non-citizen nationals (green card holders) of the United States of America. The ACS guidelines stipulate that no awards are to be made to investigators pursuing any project funded by the tobacco industry. All applicants are required to verify their eligibility through their Departmental Chair.

AWARD INFORMATION

MAXIMUM AWARD: Up to \$30,000 per project

PROJECT PERIOD: One year to spend allocation, with no extension

APPLICATION: Complete guidelines and forms are available at the following website

<http://www.uihealthcare.com/depts/cancercenter/research/funding/acsseedgrant.html>

SUBMISSION INFORMATION

SUBMIT TO: Holden Research Review Committee, Holden Comprehensive Cancer Center Administration, 5970Z JPP, by Noon, Wednesday, September 23, 2009.

TERMS OF AWARD**DEADLINE: Noon, Wednesday, September 23, 2009**

Applications will be accepted until NOON, Wednesday, September 23, 2009, in the Holden Comprehensive Cancer Center's Administrative Office, 5970Z JPP. To insure application submission by the deadline date and time, HAND DELIVERY is preferred for the original plus 25 copies of the proposal to reach this office by the dead-line, along with one electronic copy as a single file (Microsoft Word or Adobe PDF). Applications do not need to be routed through the Division of Sponsored Programs Office.

PROJECT PERIOD: November 01, 2009 – October 31, 2010

Each ACS-IRG Seed Grant award must be spent or encumbered within one year. No extensions will be granted. As outlined above, for grants awarded in 2008, an individual may receive a second pilot project grant for the same project. The Holden Research Review Committee requires and will review a progress report as part of the consideration of the application for continuing funding during the yearly award cycle process.

APPLICATION REQUIREMENTS: Incomplete applications, applications not adhering to the ACS guidelines or applications not adhering to the 10 PAGE LIMIT will be returned without review.

PROGRESS REPORTS: Recipients will be required to submit a progress report summarizing the results of the study supported by the ACS-IRG, including information on published papers and grant support as a result of, and separately from, the seed grant support received for the project, with two (2) copies provided of all publications resulting from the work. Failure to submit a final report will jeopardize future funding to the individual and to the institution. Annual updates will be required for five years (These are critical for successful ACS-IRG renewal). Progress reports are to be sent to: Tami Thompson, Holden Comprehensive Cancer Center Administration, 5970Z JPP, an electronic copy must also be sent to Tami-Thompson@uiowa.edu.

PUBLICATION ACKNOWLEDGEMENTS: All recipients of seed grant funding must adhere to the ACS policy to acknowledge funding support. The following acknowledgement should be included in publications supported through this American Cancer Society Institutional Research Grant:

"This research was supported through the Institutional Research Grant Number IRG-77-004-31 from the American Cancer Society, administered through The Holden Comprehensive Cancer Center at the University of Iowa."

DUPLICATE AWARD: If funding is awarded for the same project, simultaneously submitted to a national funding agency, ACS funds are to be returned to the Holden Comprehensive Cancer Center.

BUDGET REVISIONS: The principal investigator may make minor alterations within the budget, provided such changes do not violate the basic budget restrictions outlined on page 5 of these guidelines for travel, equipment, and other restricted expenses. No modifications or adjustments to the original budget are permitted once the grant has been awarded.

TERMS OF AWARD *(Continued)*

PATENTS: Grants are made with the understanding that patents will not be applied for in connection with any discovery made under grants awarded by the ACS without prior written consent of the ACS.

TRANSFER OF FUNDS: Due to the special nature of these seed grants, transfer of funds to other institutions is not allowed.

ACCOUNT ACTIVATION: Award activation of the account number is dependent on receipt from the investigator of required approval forms from the institutional review boards. The approvals include any of the following: 1) Human Subject Review IRB Committee A (Sponsored Programs Office), 2) Animal Care and Use Committee (Animal Care Office), 3) Radiation Protection (Health Protection Office), and 4) Bio-Safety Committee. Copies of all approvals should be submitted to Tami Thompson, Holden Comprehensive Cancer Center Administration.

APPLICATION INSTRUCTIONS

Applications must be submitted on the forms provided by ACS with the additional pages required as Attachments I and II (pages 9 and 10).

We encourage applicants to ask a senior investigator, experienced in obtaining peer reviewed support, to review the application prior to submission to provide advice on the structure and grantsmanship of the proposal.

FORMATTING THE APPLICATION

- Single spaced, one sided, with a maximum of 5/8 inch margins. Space between paragraphs is recommended. Use 12 point Times New Roman or 11 point Arial as the minimum font size for the text of the application. A 10 point Times New Roman or 9 point Arial font may be used for figures, legends, and tables with fixed spacing that can be photocopied; DO NOT reduce line space or reduce by photocopying.
- The application should follow the headings listed in the Application Format section of these guidelines.
- The entire application must NOT EXCEED 10 PAGES (pages 1-8 and Attachments I and II). Material in excess of the 10 page limitation will not be considered.
- Do NOT send supplementary material pertinent to the application unless you have received a specific request from the Holden Comprehensive Cancer Center's Research Review Committee. Applications will be disqualified, if not adhering to these specific guidelines.
- Submit the ORIGINAL PLUS 25 STAPLED COPIES of the complete proposal (pages 1-8 and Attachments I and II) and any letters of support. Any deviation from the page limit will be automatically disapproved by the Research Review Committee.
- Transmit ONE ELECTRONIC COPY, as a single file (Microsoft Word or Adobe PDF), of the complete proposal (pages 1-8 and Attachments I and II) to Tami-Thompson@uiowa.edu.

APPLICATION FORMAT (10 PAGE LIMIT)**FACE PAGE (PAGE 1) - Required by the ACS**

Complete name/degree/title, education and training for the biographical information as requested. Complete information on eligibility, and have application signed by your Departmental chair. All applicants are required to verify their eligibility through their Departmental Chair.

APPOINTMENTS, OTHER RESEARCH SUPPORT, PUBLICATIONS (PAGE 2) - Required by the ACS

1. Complete information on Appointments
2. Other Research Support - (List all current and pending grant support, including agency, principal investigator, percent effort, amount and terms of award, or list "none." Grants that are primarily intended for the junior investigator's salary, such as the NIH "K" series, R03s that have not been renewed, ASH scholar awards, F32 awards, Robert Wood Johnson Foundation Awards, and Hartford Foundation Grants, are considered allowable, and should be recorded in the "Other Research Support" section.
3. Publications (of Applicant)

RESEARCH PLAN (PAGES 3-7) – Required by the ACS

Complete information on Description of Research Proposed - The proposed Research Plan should include:

- 1) Title of Project, 2) Objective, 3) Background and Significance (emphasizing cancer relevance), 4) Specific Aims of the project, 5) Methods, 6) Selected Publications and Cited Literature related to the research project, and 7) description of research facilities.
- 2) Important: Please describe in lay terms the cancer relevance of the project in a single paragraph.

BUDGET PROPOSED (PAGE 8)

The maximum seed grant award is **\$30,000** for one (1) year. The following budgetary restrictions apply to ACS grants:

1. Budget must not exceed \$30,000 (please round to the nearest \$100).
2. All requests for personnel should be justified.
3. Please adhere to the Expenditures Allowed/Expenditures Not Allowed items on page 5 of these guidelines.

RESEARCH PROMOTION FORM (ATTACHMENT I (PAGE 9))

Please complete the Research Promotion Form based on your willingness and ability to work with the ACS.

ATTACHMENT II (PAGE 10)

Approval Form Checklist: The applicant is required to complete the *Approval Form Checklist* and submit with the application.

BUDGET GUIDELINES

Maximum allocation for this ACS-IRG seed grant has been set at \$30,000. A justification is required for all expenses, organized by the following Budget Categories. Grantees have one year to spend allocations of funds.

BUDGET CATEGORIES

- **Personnel:** Names and positions of personnel must be individually listed. The percentage of effort devoted to research and fringe benefit cost categories should be completed fully. List names, titles, percent or hours of effort, salary, fringe, and total. NOTE: Tuition costs or laboratory fees are NOT allowed to be charged against ACS-IRG Seed Grant Funds.
- **Consumable Supplies:** Research supplies should be grouped under appropriate headings with amounts.
- **Equipment:** Equipment is NOT allowed.
- **Travel:** Travel costs are NOT allowed. NOTE: A registration fee for attendance of one (1) scientific meeting is permissible.
- **Miscellaneous Expenditures:** Must be listed and justified individually.

EXPENDITURES ALLOWED

- Research supplies and animal maintenance
- Technical assistance
- Stipends for graduate students and postdoctoral assistants, if their role is to promote and sustain the project presented by the junior faculty applicant
- Publication costs, including reprints
- Costs of computer time
- Special fees (pathology, photography, etc.)
- Registration fee to attend one (1) scientific meeting

EXPENDITURES NOT ALLOWED

- Travel costs
- Honoraria and travel expenses of visiting lecturers
- Equipment
- Secretarial/administrative personnel
- Salary of Pilot Project Grant Recipient
- Tuition costs
- Foreign travel
- Books and periodicals
- Dues and membership fees in scientific societies
- Per diem charges for hospital beds
- Non-medical services to patients
- Construction, renovation, or maintenance of buildings and laboratories
- Office and laboratory furniture
- Office equipment and supplies (including computer hardware and software)
- Rental of office or laboratory space
- Recruiting and relocation expenses

LETTERS OF SUPPORT

A letter of support is required from the Director of any Shared Resource (Core Facility) if the applicant plans to use the facility for extensive use on the project, i.e., DNA Core, Flow Cytometry, Electron Microscopy, etc. Copies of letters of support (if applicable to your project) should be included with EACH copy of the application (1 original, plus 25 copies, and 1 electronic copy).

HUMAN RESEARCH STUDIES

All new cancer-related research involving human subjects, and thus needing approval by the Institutional Review Board (IRB), must first be reviewed and approved by the Holden Comprehensive Cancer Center Protocol Review and Monitoring Committee (PRMC). Approval by the PRMC and the IRB must be obtained before any of the awarded funds will be made available and before the research can commence. It should be noted that the proposal submitted to the ACS-IRG Review Committee will not in itself provide sufficient information for PRMC review (for more information call the PRMC administrator at 319-353-7846). Submissions to the IRB and PRMC should occur well in advance of the desired start date. Regardless of delays incurred due to the PRMC/IRB review process, there will be no extensions made on the terms of the grant.

RESUBMISSION

If the proposal is a resubmission of a prior seed grant application, please submit a **one page** letter responding to the prior criticisms from the previous grant submitted, noting the modifications and changes in the current application for evaluation.

QUESTIONS

Contact Holden Comprehensive Cancer Center Administration

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<http://www.uihealthcare.com/depts/cancercenter/index.html>