Clinical & Translational Science Center
A Weill Cornell Medical College Multi-Institutional Consortium with:
Weill Cornell Graduate School of Medical Sciences / New York Presbyterian Hospital / Cornell University, Ithaca / Cornell University Cooperative Extension, New York City / Memorial Sloan-Kettering Cancer Center / Hospital for Special Surgery / Hunter College of the City University of New York / Hunter School of Nursing / Hunter School of Public Health / Hunter Center for the Study of Gene Structure and Function / Animal Medical Center and Cornell College of Veterinary Medicine

Weill Cornell Medical College
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CTSC KL2 POST-DOCTORAL SCHOLARS AWARD
APPLICATIONS DUE BY 5PM ON WEDNESDAY, JANUARY 27, 2016
Up to $80,000 for one year & up to $20,000 for research related expenses
Funding Period: June 1, 2016 – May 31, 2017
Second year is based on re-funding of the CTSC Grant by the NIH.

The goal of the CTSC KL2 Scholars Award is to increase the pool of trained clinical and translational (C/T) investigators by providing advanced degree training and practical skills necessary to conduct translational team research across disciplines and institutions. Projects must have a translational or clinical research focus. Pre-clinical studies should have near-term potential to translate into patient-oriented research. Clinical Trials (phases I or II) are permitted. Emphasis is placed on drug discovery, targeted therapeutics, biomarker or device development and novel technologies; projects focusing on health needs of LGBTI and underserved populations and/or directly impacting health outcomes in the community; pediatric and women’s health studies; life course studies of disease; and studies incorporating biostatistical methodologies and design. Basic research proposals will not be funded.
KL2 Scholars pursue research training at 75% time and effort (50% for surgeons). Appointments are normally made for 12 months (no less than 9 months). Scholars receive:

- Salary support at the NIH approved rate
- Funding for supplies and research support
- Funding for travel to present at national conferences and symposia
- Access to resources for conducting C/T research, multi-level mentoring support, and career development

Investigators from all disciplines—pre-clinical, clinical and translational—are welcome to apply.
Individuals from underrepresented groups, from disadvantaged backgrounds and/or with disabilities are strongly encouraged to apply.

Eligibility and Application Instructions
Applications must comply with eligibility and submission requirements
Missing or incomplete documents or information will disqualify your application for review

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<tr>
<th>Program Eligibility - All Candidates</th>
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<td>Must be US Citizens, Non-Citizen Nationals, or Permanent Residents (Proof of residency status required)</td>
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<td>Must have the ability to devote full-time 75% effort (50% for surgeons) to the KL2 program</td>
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<td>Must have a primary appointment with a CTSC partner institution</td>
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<td>No candidate may apply or hold concurrently a CTSC Seed Funding Award</td>
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<td>No KL2 Scholar may be named PI on more than one active CTSC application</td>
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<td>If awarded, no other Federal funding support is allowed</td>
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<td>Individuals who were, or currently are a Principal Investigator in NIH R01, R29, P01, K01, K08, K22 and K23 grant are not eligible</td>
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<td>Must have received a PhD, MD, DDS, DVM, DO, or comparable doctoral-level degree</td>
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<td>Senior Fellows</td>
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<td>Residents and fellows in the Internal Medicine research pathway</td>
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<td>Junior faculty (instructor or assistant professor)</td>
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<td>Eligible professionals include: Nurses with degrees in Doctor of Nursing Science, Research or Practice (DNSc, DNR, or DNP)</td>
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### A. Application Instructions and Checklist – Complete all fields.

1. **Trainee Application Form -** Click on your current citizenship status to proceed.
   - a. **Personnel and demographic information:** valid work email is required.
   - b. **If you are not selected** for the KL2 Award and **would like to be considered for one or both the CTSC Education Programs please select** the program(s) you wish to be considered for.
   - c. **Project Summary** – Provide a brief description (250 words or less) of your research project written in language that is clear and straightforward.
   - d. **Multidisciplinary Integration** - Provide a brief description (250 words or less) of the multidisciplinary integration of this proposal. A multidisciplinary approach is one that brings experts from traditionally basic biological or physical sciences with disciplines.
   - e. **Mentors** - Click on [add] and fill in required information. All mentors must have **active** or **recent** peer-reviewed (federal or foundation) funding. Mentors cannot be listed on more than 2 active CTSC applications or current awards (including CTSC Seed Awards). Two mentors are required, but no more than 3 mentors can be named on an application. Primary Mentor must be designated as well as each mentors’ role. Of the two proposed mentors:
     - One must be designated to serve as a **Clinical Investigator mentor** and one a **Basic Science or Public Health mentor**
     - At least 2 mentors, **including the designated primary mentor**, must be from different Weill Cornell **CTSC partner institutions** and from **different disciplines**. NIH definition of different disciplines has priority (areas **outside** biology, e.g., computer science, imaging, chemistry, mathematics, informatics, engineering, behavioral science, and health services/ outcome research)

2. **Biosketches:** Upload individual PDF files for the applicant and mentors; note the new NIH Biosketch format is required for all key personnel otherwise application is not eligible for review.

### B. Supporting Documents – Please Upload Attachments as individual PDF files.

1. **Projects must** have a translational or clinical research focus. Pre-clinical studies should have near-term potential to translate into patient-oriented research. Clinical Trials (phases I or II) are permitted. Emphasis is placed on drug discovery, targeted therapeutics, biomarker or device development and novel technologies; projects focusing on health needs of LGBTQI and underserved populations and/or directly impacting health outcomes in the community; pediatric and women’s health studies; life course studies of disease; and studies incorporating biostatistical methodologies and design. Limited to 5 single-spaced pages (at least ½ inch margins, no smaller than 11pt Arial font) to include:
   - Hypothesis and specific aims
   - Scientific background for the study, citing appropriate references of work in the area by the investigator(s) and others
   - Significance of the research (relating specific aims to future studies to be generated) and importance of funding to feasibility of the project
   - Research Plan (research team to be involved, experimental design, methods, statistics, timeline, human subjects and animal issues if applicable)
   - References and supporting tables, figures, 2-3 additional pages

2. **Career Statement (1 page or less)** – Discuss your short and long-term goals and how this award would impact your career development.

3. **Letters** - Must be addressed to “Dear KL2 Committee Members”, on departmental letterhead signed, and emailed directly from the department to **ctsc-education@med.cornell.edu**:
   - a. **Department Chair/Division Chief Letter:** Must indicate that the applicant will have 75% protected time and effort and that the department understands that the sources of support for the 75% KL2 effort include the CTSC KL2 grant for amounts up to $80,000 per year (plus fringe benefits), and the department of the KL2 scholar is responsible for any remaining salary gap, as well as the remaining 25% of the scholar’s salary.
b. **Mentors Letters:** Required from all mentors and the designated primary mentor’s letter must include a mentoring plan.

4. **Proof of Legal Status:** Submit verification for legal status (scanned copies acceptable):
   - **US Citizen:** U.S. Passport, Birth Certificate, Certificate of Citizenship, or Naturalization Certificate
   - **Non-Citizen National:** a notary’s signed statement certifying that you have legal verification of such status
   - **Lawfully Admitted Permanent Resident:** Permanent Resident Card (USCIS Form I-551)

5. **Transcripts and Test Scores** – Digital copies of test scores and transcripts must be uploaded at the time of application submission. Upon acceptance, official documents will be required in hardcopy. Test scores include: MCAT, GRE and TOEFL. Submitted transcripts from Undergraduate, graduate and/or medical school

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**MENTORING PLAN INSTRUCTIONS:**

*(Each mentor’s letter not to exceed 3 pages)*

Provide a detailed mentoring plan for the Candidate that describes the approaches to be used such as frequency of one-on-one and group meeting; oral scientific presentations; instruction on how to critically evaluate the literature and experimental design; training in scientific writing (e.g., grant proposal preparation, manuscripts, and abstracts); designing experiments, etc. Plans to enhance the candidate’s research capabilities should include:

1. Specific skills to be acquired during the mentoring experience
2. Milestones that will be reached during the mentoring experience (e.g., acquisition of preliminary data, new research skills, presentation of research findings at local/national meetings, and publications)
3. Describe how the Candidate will be supported and guaranteed protected time, including how they will ensure that the project will be done in a timely manner
4. Opportunities to interact with research team; The role of other investigators who will contribute to the research mentoring should be described in the application
5. The mentoring plan must include guidance in the ethical conduct of research (including training in animal and human subjects' protection, if applicable)
6. A plan to acquire presentation and publication skills, and participation in poster or oral presentations in at least one scientific meeting during the award period
7. A plan on how opportunities will be provided for the Candidate to participate in writing and publishing scientific papers
8. Describe any planned outside laboratory experiences or collaborations for the Candidate
9. How this experience will help the candidate move toward achieving her/his stated career goals
10. Mentors and candidate must provide a projected time line delineating specific research milestones and other activities that will be undertaken in an attempt to secure independent research funding (i.e., anticipated publications, grantsmanship, timeframe for grant submissions and type of independent research support the candidate seeks)
11. Mentors should provide evidence of mentoring experience and success. Please provide a list containing: (1) Current Trainees, (2) Past Trainees (≤ 10 years). For each of the individuals listed, please provide their current positions and name of institution, outcomes of the prior trainees. Describe how these prior mentoring experiences influenced the development/mentorship plan proposed for the current candidate

Reference NHLBI mentoring guidelines
PROGRAM & EDUCATIONAL REQUIREMENTS

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<th>Professional Degrees</th>
<th>PhDs</th>
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<td>KL2 awardees that hold a professional degree (MD, DOs, DMD, DNP, DVM, or DPT) enroll in either the one-year Advanced Certificate or the two-year Master’s Degree in C/T Investigation Program.</td>
<td>KL2 awardees that hold a doctoral-level research degree (PhD) are highly encouraged to enroll in the one-year Advanced Certificate or the two-year Master’s Degree in C/T Investigation Program. All awardees must complete a minimum of 3 CTSC courses, including the Research Grant Writing course and Responsible Conduct of Research training.</td>
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- A clinical & translational grant proposal submission to a federal (i.e., K23, R21, R01, or other NIH funding mechanism) or other funding agency requiring peer-review with the trainee named as Principal Investigator.
- Submission of a scientific article, with first authorship, based on their mentored research project, to a high-quality scientific journal.
- A presentation of the mentored research project at the Translational Science National Meeting or at a national/international scientific conference.
- Presentation of the mentored research project at a CTSC Research in Progress Luncheon.

APPLICATION PROCESS & TIMELINE

Applications are due by 5pm on Wednesday, January 27, 2016. Applicants will be notified by May 2016 whether their proposal is approved. At that time, if accepted, the applicant must complete additional required regulatory and compliance documents within 30 days. Funding is contingent on submission of this information and failure to do so will result in disqualification. Upon submission of this additional information, the CTSC will prepare an award agreement. Once the award agreement is signed by the appropriate institutional business official(s), WCMC Grants and Contracts will review and sign the agreement and notify the CTSC that funding can be released.

REVIEW CRITERIA

Similar to the NIH process, each proposal is reviewed by at least two independent reviewers for scientific merit based on translational focus and significance. The following criteria are taken into consideration:

- **Scientific Merit** of proposed research
- **Candidate’s strength for career in science** - career statement, potential for future funding and publication, publication/presentation background, and quality of research experience
- **Research team** – team orientation and new collaborations are strongly encouraged. If this is not a new collaboration, is there strong evidence of a new direction for an existing team? Are the investigators well-qualified to undertake the project?
- **Departmental Commitment** – Letter from division/department head ensuring protected time for the candidate’s research project
- **Letters of recommendation from mentors and the Mentorship Plan**
- **The following areas receive additional priorities for their special relevance to the CTSC mission:**
  - **Translational and Clinical Research Focus** – Projects aimed at improving research methods and/or incubating novel technologies to accelerate multidisciplinary clinical and translational research. Emphasis on drug discovery, targeted therapeutics, biomarker trials, or device development.
  - **Pre-clinical studies** should have near-term potential to translate into patient-oriented research, clinical trials (phases I or II) are permitted.
  - **Emphasis is placed on** drug discovery, targeted therapeutics, biomarker or device development and novel technologies.
  - **Emphasis on comparative effectiveness and health disparities research** - Projects focusing on health needs of LGBTI and underserved populations and/or directly impacting health outcomes in the community.
- Pediatric and Women’s Health Studies
- Life course studies of disease
- Studies incorporating Biostatistical Methodology and Design

**BUDGET NOTES**

- KL2 Scholars cannot receive salary support from any other federal grant
- Items not allowed: 1) Capital or depreciable equipment over $2500; and 2) Computer hardware (laptops, desktops, etc)
- Only supplies of consumable nature that are directly related to the project are allowed
- Funding requests for travel and/or other supplies must be directly related to the project and clearly outlined in the budget justification
- Each year of funding is contingent on satisfactory participation in the CTSC KL2 activities and progress toward the scholar’s individual career goals, and continued support from the Scholar’s mentors and department. The CTSC grant period ends 5/31/17 and funding beyond that date is dependent upon re-funding of the CTSC Grant.
- This is an institutional career development award granted to the CTSC at Weill Cornell Medical, and it is non-transferable; scholars who leave the CTSC Consortium will not be able to continue receiving KL2 funding from the Weill Cornell CTSC.

**For a fast start on spending your award funds:**

No expenditures related to human subjects or animals will be permitted until the CTSC is provided with a copy of the official IRB/IACUC letter of approval. Investigators are **strongly encouraged to submit IRB and/or IACUC protocols early** in order to avoid significant delays in project initiation. Applicants must also be current on institutional compliance regulations.

Questions? email CTSC-education@med.cornell.edu