CTSC TL1 PRE AND POST-DOCTORAL TRAINING AWARD

REQUEST FOR APPLICATIONS

APPLICATIONS DUE BY 5PM ON WEDNESDAY, JANUARY 27, 2016

$28,120 for one year (Pre-docs)
Up to $65,122 for one year* (Post-docs)

*Depending on level of experience

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 TL1 Training Award is to support career development among pre- and early post-doctoral trainees by providing advanced degree training and practical skills 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.

TL1 Trainees pursue research training at 100% time and effort. Appointments are normally made for 12 months (no less than 9 months). Trainees Receive:

- Stipend coverage at the NIH approved rate
- Funding for supplies and research support including educational expenses
- 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

TL1 Trainees pursue research training on a full-time basis, defined by NIH as 40 hours per week (100% time and effort). Appointments are made for 12 months, and no less than 9 months.

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.

EDUCATIONAL AND PROGRAM REQUIREMENTS

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<th>Pre and Post-doctoral MDs</th>
<th>Pre and Post-doctoral PhDs</th>
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<td>TL1 awardees that currently hold a medical degree or are medical students -- Enroll in either the one-year Advanced Certificate or the two-year Master’s in C/T Investigation program.</td>
<td>TL1 awardees that are enrolled in or currently hold doctoral-level research degrees (PhD) -- Highly encouraged to enroll in the one-year Advanced Certificate or the two-year Master’s Degree in C/T Investigation Program. All participants must successfully complete a minimum of 3 CTSC courses, including the Research Grant Writing course and the Tri-Institutional Responsible Conduct of Research training.</td>
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- A scientific article, with first authorship, submitted to a high-quality scientific journal OR if appropriate, a clinical & translational grant proposal submitted 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.
- 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.
ELIGIBILITY AND APPLICATION INSTRUCTIONS
Applications must comply with eligibility and submission requirements
Missing or incomplete documents or information will disqualify your application for review

Program Eligibility - All Candidates
Must be US Citizens, Non-Citizen Nationals, or Permanent Residents (proof of legal status required)
Must have the ability to devote full-time (100% effort) to the program
Must have a primary appointment with a CTSC partner institution
No candidate may apply or hold concurrently a CTSC Seed Funding Award. If awarded, no other Federal funding support is allowed
No TL1 Trainee may be named as PI (or trainee) on more than one active CTSC application

Pre-doctoral Candidates
Must have received a baccalaureate degree by date of appointment and be one of the following:
- Pre-doctoral medical (MD) student in 3rd or 4th year
- Graduate student enrolled at a CTSC partner institution
- Nurse candidate enrolled in a DSN or DNP program
- Dental (DDS), pharmacy (PharmD), or veterinary (DVM) student
Individual trainee may receive no more than 5 years of aggregate NRSA support at the pre-doctoral level
Transitioning from pre-doc to post-doc during the funding period is not allowed by the NIH

Post-doctoral Candidates
Must be early post-docs (no more than 4 years removed from terminal doctoral degree) and have received a PhD, MD, DDS, DVM, DO, or comparable doctoral-level degree by date of appointment. May include:
- Residents and fellows (e.g. Medical, Surgical) in a research pathway
Nurses with degrees in Doctor of Nursing Science, Research or Practice (DNSc, DNR, or DNP)
Individual trainee may receive no more than 3 years of aggregate NRSA support at the post-doctoral level

Application Instructions and Checklist – Complete all fields.

Trainee Application Form - Click on your current legal status to proceed.
Personal and demographic information: valid work email is required.
If you are not selected for the TL1 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.
Project Summary – Provide a brief description (250 words or less) of your research project written in language that is clear and straightforward.
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.
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 mentor’s 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)
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.

Completed
**Supporting Documents – Please Upload Attachments as individual PDF files.**

**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. Limited to 3 single-spaced pages (at least ¾ 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

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

**Letters** - Must be addressed to “Dear TL1 Committee Members”, on departmental letterhead signed, and emailed directly from the department to ctsc-education@med.cornell.edu:

**Department Chair/Division Chief Letter:** Must indicate that the applicant will be guaranteed 100% protected time and effort.

**Mentors Letters:** Required from all mentors and the designated primary mentor’s letter must include a mentoring plan.

**Proof of Legal Status:** Submit verification of 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:** a notary’s signed statement certifying that you have legal verification of such status and scanned copy of Permanent Resident Card (USCIS Form I-551)

**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:

- Specific skills to be acquired during the mentoring experience
- 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)
- 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
- Opportunities to interact with research team; The role of other investigators who will contribute to the research mentoring should be described in the application
- The mentoring plan must include guidance in the ethical conduct of research (including training in animal and human subjects' protection, if applicable)
- 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
- A plan on how opportunities will be provided for the Candidate to participate in writing and publishing scientific papers
- Describe any planned outside laboratory experiences or collaborations for the Candidate
- How this experience will help the candidate move toward achieving her/his stated career goals
- 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)

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

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**

**APPLICATION PROCESS & TIMELINE**

Applications are due by 5pm on Wednesday, January 27, 2016. Applicants will be notified of approval by May 2016. 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 Office of Sponsored Administration will review and sign the agreement and notify the CTSC that funds can be released.

**BUDGET NOTES**

- Tuition and fees are not supported by the TL1 Award.
- TL1 trainees cannot receive stipend 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 CTSI TL1 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 TL1 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