



REQUEST FOR CTSC SEED FUNDING APPLICATIONS

APPLICATIONS DUE BY 5:00 PM ON FRIDAY FEBRUARY 5, 2010

EARLIEST ANTICIPATED START DATE – JUNE 1, 2010

PILOT AWARD

**\$50,000 (direct costs)
per year for two years**

Funding Period

Year 1: June 1, 2010 – May 31, 2011

Year 2: June 1, 2011 – May 31, 2012

Objective – To create opportunities for translational team research across disciplines and institutions, and between basic and clinical scientists and the community.

PLANNING AWARD

**\$10,000 (direct costs)
for one year**

Funding Period

June 1, 2010 – May 31, 2011

Objective – To assist in the development of novel research ideas leading to studies with an inter-disciplinary and inter-institutional focus, ultimately eligible for pilot funding.

Proposals Must Have

- A minimum of two Principal Investigators
- Representation from at least two CTSC partnering institutions and from Clinical and Basic sciences
- Translational focus – studies that have near-term potential to translate into patient oriented research, exploratory clinical trials, or community-oriented studies
- Priority towards representation from disciplines **outside** biological sciences, e.g., computer science, imaging, chemistry, mathematics, informatics, engineering

COMMUNITY ENGAGEMENT AWARD

\$20,000 for one year

Funding Period – June 1, 2010 – May 31, 2011

Objective – To foster research proposals and collaborations focusing on community engagement which have a direct relevance to community health concerns.

Proposals Must Have

- Strong community focus in a community setting
- Clear goal of facilitating the transfer of evidence-based practice community health
- Representation from at least two CTSC partnering institutions and from different disciplines preferred
- Goal of fostering collaboration between the community and CTSC institutions and affiliates
- Emphasis on comparative effectiveness research and health disparities research

Eligibility

- Junior faculty (instructor or assistant professor)
- Residents on a research track or senior Fellows in their research year with a faculty mentor

Questions? Email: ctsc_pilot@med.cornell.edu

- Senior investigators (associate professor and above) must propose a new research direction or a novel derivative of their research
- Nurses
- No investigator may be named on two concurrent CTSC awards
- Investigators may not have existing funding support for the proposal

Review Criteria

Upon submission in ePAR, your application undergoes review based on [several criteria](#).

TO START YOUR APPLICATION PROCESS

GO TO → "[Notification of Intent to Submit an Application](#)"

This will register your intent to submit an application. Shortly after submitting this form, you will be notified by email with information on how to proceed with your application using the Web-based ePAR system. When completing your ePAR application, refer to the checklist below.

APPLICATION INSTRUCTIONS & CHECKLIST

ALL APPLICATIONS DUE BY 5PM ON FRIDAY FEBRUARY 5, 2010.

APPLICATIONS MUST COMPLY WITH ELIGIBILITY AND SUBMISSION REQUIREMENTS. MISSING DOCUMENTS OR INFORMATION WILL DISQUALIFY YOUR APPLICATION FOR REVIEW.

Checklist for Application Submission

A. Required Sections in ePAR – Complete all fields.	Completed
1. Protocol Summary Page	<input type="checkbox"/>
2. CTSC Resources/ Services Requested including “Description/ Justification of Need”	<input type="checkbox"/>
3. Biographical Sketches - Upload as individual PDF files for all investigators and mentors; note the new NIH biosketch format is required.	<input type="checkbox"/>
B. Required Attachments – Upload all documents as PDF	
1. Research Proposal – One PDF file of (3) single-space pages maximum with no smaller than 11 pt Arial font in the following order <ul style="list-style-type: none"> • Hypothesis and Specific Aims • Scientific background, citing appropriate references • Significance of 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, study population if appropriate, methods, statistical analysis) • Description of how seed funding support will allow the PI to seek external support • Timetable for potential submission of grants for extramural support • References and supporting tables/ figures may be submitted on 2 to 3 additional pages 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2. Letters of Collaboration/ Support – Required from all investigators and other key personnel; letter should describe in detail role in project. If a fellow or instructor is PI, a letter from divisional and/or department head guaranteeing protected time for the applicant to complete the project is also required.	<input type="checkbox"/>

AWARD NOTIFICATION

Earliest anticipated award date – June 1, 2010

By May 2010, the applicant will be notified via email whether their proposal will be funded. At that time, the applicant must complete the 398 package as well as other required, regulatory, and compliance documents within 30 days (for post-award documents [click here](#)). 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.

Budget Notes

- No funding from other sources can support this proposal
- 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

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.