

Vanderbilt-Ingram Cancer Center Cancer Center Support Grant Pilot and Feasibility Project Grants 2011

Application Instructions

1. Applications are solicited for pilot projects to conduct basic, translational or clinical research on the cause, prevention, detection or treatment of cancer. The maximum award is \$35,000 in direct costs. The project period will be September 1, 2011 through August 31, 2012.
2. Pilot project funding is available to all tenured and tenure-track faculty at Vanderbilt University as well as to Meharry faculty members with membership in the Vanderbilt-Ingram Cancer Center. In addition, non-tenure track faculty may apply but must be within eight (8) years of receipt of their doctoral degree to be considered eligible for this RFA, submit a letter of support from their faculty advisor/mentor demonstrating the likelihood that the research track faculty member will develop into an independent funded researcher, **and** submit a letter from the Department Chairman indicating the office and laboratory space that would be available to the research track faculty member to carry out the study.
3. The application may be downloaded from the VICC website (vicc.org) and includes the standard NIH PHS 398 form pages. A summary of the requested documents:
 - **Application for Pilot Project Funds**
 - Face Page
 - Abstract
 - Budget Page
 - Budget Justification
 - **Description of Proposed Research** (5 pages max)
 - Specific Aims
 - Background and Rationale
 - Preliminary Data (if available)
 - Research Design and Methods
 - **References** (2 pages max)
 - **NIH Biosketch** (4 pages max) **and Other Support**
4. Specific details regarding the application are outlined below. Please use the NIH forms to complete the application:
 - a) Face page (reference CCSG: 5P30 CA068485-15 in the "Response to Specific Request for Applications" section). **Administrative official to be notified if award is made should be your department administrator; signature by Department / Division Representative required for "Official Signing for Applicant Organization."**

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- b) Arial or Helvetica typeface; minimum font size is 11 point
- c) The project period for the budget is 9/1/11-8/31/12
- d) Other Support Page listing all funded and pending projects -- please use the NIH PHS 398 (06/09) continuation page.
- e) The application Face Page should be signed by the department/division of the project's PI.

5. *The deadline for receipt of applications is June 24, 2011.*

6. The maximum budget allowed is \$35,000 in direct costs for one year.

- Expenditures **allowed** include:
 - Salary for technical assistance
 - Equipment purchase or rental (less than \$3,000)
 - Research supplies
 - Animal purchase and maintenance costs
 - Domestic travel (when necessary to carry out the proposed research)
 - Registration fees at related scientific meetings
 - Special fees (computer time, pathology, photography, etc.)
- Expenditures **not allowed** include:
 - **Salary for the principal investigator**
 - Salary for secretarial/administrative personnel
 - Office supplies or office equipment
 - Office or laboratory furniture
 - Foreign travel
 - Purchasing and binding of periodicals and books
 - Dues and membership fees
 - Recruiting and relocating expenses
 - Rental of office or laboratory space
 - Per diem charges for hospital beds
 - Non-medical or personnel services to patients

7. Please submit the **ORIGINAL** application, **TWO** copies and a PDF version (email) to the following:

Brandon Fox
Vanderbilt-Ingram Cancer Center
691 Preston Building
Brandon.fox@vanderbilt.edu

8. In the event of funding, a detailed timeline with quarterly project milestones will be required. The project will be funded in stages and the completion of the milestones will be required to initiate the next phase of funding. In addition, detailed human subjects, vertebrate animals, data/resource sharing plan will be required if appropriate.

9. If there are questions, please contact Brandon Fox (6-3592) or Susan Mills (6-2745).