REQUEST FOR APPLICATIONS

TO: Members of the Cancer Prevention and Control Program, University of Colorado Cancer Center

FROM: Linda Cook, PhD, Associate Director, Population Science
Jamie L. Studts, PhD, Co-Leader, Cancer Prevention and Control
Rajesh Agarwal, PhD, Co-Leader, Cancer Prevention and Control
Stacy Fischer, MD, Co-Leader, Cancer Prevention and Control
Russ Glasgow, PhD, PI, Colorado Implementation Science Center in Cancer Control
Evelinn Borrayo, PhD, Associate Director, Community Outreach and Engagement

RE: Cancer Prevention and Control (CPC) Program Pilot Grant Mechanisms – 2022

DATE: May 1, 2022

In collaboration with the Colorado Implementation Science Center in Cancer Control (Colorado ISC3), the Associate Director for Population Science, and the Office of Community Outreach and Engagement, the Cancer Prevention and Control Program (CPC) at the University of Colorado Cancer Center is offering several new pilot grant opportunities for CPC program members. The CPC program and its partners are interested in promoting the development of innovative, impactful, and catchment-related research initiatives among Cancer Center members that have a high likelihood of leading to NCI or other national peer-reviewed cancer research funding. The three opportunities outlined below each have a specific focus but overlap may occur. Applicants will be asked to indicate to which opportunity they are primarily pursuing and are encouraged to provide justification within the application. Up to six $25,000 pilot grants will be available (two per mechanism) for work to be completed in one year with an approximate start date of July 1, 2022. Project budgets exceeding $25,000 will be considered with ample justification. Review of applications will begin on June 1, 2022 and will be considered on a rolling basis until available funds are committed.

The three pilot funding opportunities include:

1) **Implementation Science in Cancer Prevention and Control (Colorado ISC3, [https://doi.org/10.1093/tbm/ibaa018](https://doi.org/10.1093/tbm/ibaa018)).** In conjunction with Colorado ISC3, the CPC program offers a pilot grant opportunity in implementation science. Applications should discuss how their proposal will address the Center themes of innovative pragmatic dissemination and implementation science approaches that are feasible, efficient and broadly applicable to the development and evaluation of measures and methods to increase capacity for cancer prevention and control. Applications to study a cancer-related topic at any point across the cancer control spectrum (from risk reduction/prevention through end-of-life/bereavement) will be considered. In addition to the traditional NIH-style evaluation criteria outlined below, applications that integrate health equity or primary care issues will receive favorable consideration. (For more information about this mechanism, please contact Russ Glasgow russell.glasgow@cuanschutz.edu and Jamie L. Studts jamie.studts@cuanschutz.edu)

2) **General Cancer Prevention and Control.** In conjunction with the Associate Director for Population Science, the CPC program offers a pilot grant opportunity to support research studies with a cancer prevention and control focus—from risk exposure through end-of-life/bereavement. In addition to the traditional NIH-style evaluation criteria outlined below, applications that focus on catchment area priorities (please see the COE Fact Sheet for more information) will receive favorable consideration. (For more information about this mechanism, please contact Linda Cook linda.cook@cuanschutz.edu and Raj Agarwal rajesh.agarwal@cuanschutz.edu)
3) **Community Outreach and Engagement (COE).** In conjunction with the Office of COE, the CPC program offers an opportunity to support innovative and impactful CPC research addressing the cancer burden in Colorado in collaboration with a community entity or organization. Cancer prevention and control topics will be broadly defined and range across the cancer control trajectory from risk reduction through end-of-life/bereavement. In addition to the traditional NIH-style evaluation criteria outlined below, applications that focus on catchment area priorities (e.g., racial/ethnic minorities, underserved populations, and rural and frontier communities. Please see the [COE Fact Sheet](#) for more information) will receive favorable consideration. (For more information about this mechanism, please contact Evelinn Borrayo evelinn.borrayo@cuanschutz.edu and Stacy Fischer stacy.fischer@cuanschutz.edu)

Pilot projects will be competitively awarded to CPC members¹ who submit ideas that have a high likelihood of attaining NCI or other national funding. Collaborative efforts leading to multi-PI and/or multi-project grants are encouraged. Recipients will be expected to submit competitive national grant proposals within 6 months following the completion of this scope of work. Projects will be awarded for 1 year only. The expectation is this will be completed in 12 months—extensions will only be considered in extreme circumstances.

Applications will be competitively reviewed and assigned an NIH-style overall priority score based on their scientific impact and significance; the investigative team, use of appropriate institutional resources, and the likelihood of obtaining NCI funding. **Please note the specific criteria added for each of the funding opportunities.** Applicants are strongly encouraged to leverage Shared Resource Facilities supported by the Cancer Center.

Submit a pdf copy of your complete application on-line at: [https://app.smartsheet.com/b/form/7ce9b74cea814d88a77577dbd1b99a3e](https://app.smartsheet.com/b/form/7ce9b74cea814d88a77577dbd1b99a3e)

**The review process will begin after June 1, 2022**

Guidelines for the structure and content of the application begin on the next page.

If you have any questions about the submission process, please contact Michelle Guney (CC_FundingOps@cuanschutz.edu). Leaders of each mechanism are also available to meet to discuss potential applications.

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¹ Cancer Center membership is available to all faculty who have a demonstrated track record in cancer research. Application for membership is voluntary and is required to submit under this RFA. Applications are located at: [https://medschool.cuanschutz.edu/colorado-cancer-center/membership-resources](https://medschool.cuanschutz.edu/colorado-cancer-center/membership-resources)
APPLICATION GUIDELINES

Applications must include all sections outlined below. Non-conforming applications may not be reviewed. All narrative sections must maintain at least ½ inch margins; must be at least single-spaced; and must be in a font size not less than 11 point.

Individuals interested in applying must be current or pending members of the CU Cancer Center. Membership applications and guidelines are found on-line at https://medschool.cuanschutz.edu/colorado-cancer-center/research/membership-resources.

Only one proposal per contact/lead PI will be accepted.

Title Page: Include the title of the project and the name and email address of the Principal Investigator(s) and other Key Personnel.

Project Summary: Include a summary of the project not to exceed one-half page or 30 lines of single-spaced type. It should consist of a brief description of the objectives, rationale, methods, and expected results.

Budget: A categorical budget request for the project must be provided. The budget request can be up to $25,000 direct costs for one year only. Larger budgets will be considered pending sufficient justification. Faculty salary support is not allowed. Funds will not be provided to pay for standard of care clinical services or other expenses that are reimbursable through insurance. No indirect costs will be funded. We anticipate a start date of July 1, 2022.

Budget Justification: Please include a budget justification for all costs. Requests for travel funds or for items of capital equipment (i.e., equipment at or exceeding $5,000 per item) will require detailed justification.

Project Narrative: Provide a complete but concise description of the project including the following sections (adherence to stated page limits is required):

- Specific Aims – limited to 1 page or less
- Significance
- Innovation – limited to 6 pages or less
- Approach
- Dissemination Plan (for implementation science proposals only) – limited to ½ page or less

The Project Narrative should be no more than a total of 7 typed pages (1 page for Specific Aims, 6 pages for Significance, Innovation, and Approach). An additional ½ page will be permitted for applications applying to the implementation science mechanism to all additional space for the Dissemination Plan. Other than letters of support from appropriate community organizations, appendices will not be accepted or reviewed.

Timeline & Milestones: On a separate page, using a GANTT chart or similar visual, outline the timeline for the major activities associated with your specific aims and include a list of key milestones for the project that are relevant to demonstrating progress.

References: References should be included and are in addition to the previously outlined page limits.

Biographical Sketch(es): Include an NIH-style biographical sketch for all key personnel listed on the title page.

Regulatory Documentation (not required for the application): If the study involves human subjects, vertebrate animals, or recombinant DNA research, the Principal Investigator must certify that, if a grant is awarded, he/she will adhere to appropriate regulations, including approval of the study by the properly constituted Institutional Review Board, Institutional Animal Care and Use Committee, Protocol Review and Monitoring Committee, and/or Biosafety Committee. Funds will not be awarded until documentation of all required regulatory approvals are provided.

FUNDING PROCESS

Applications are reviewed for scientific merit by a Study Section convened by the CPC program. The anticipated start date for the award will be July 1, 2022.
In addition to documentation of regulatory approval, award recipients will be required to meet with the leadership of the respective mechanism prior to receiving access to the pilot funds.

**PUBLICATIONS**

All publications, abstracts, or similar dissemination efforts resulting from an award must acknowledge this support by inclusion of the statement: "Supported by a pilot grant from the University of Colorado Cancer Center’s Cancer Prevention and Control Program (P30CA046934)." Projects co-supported by the COISC3 must also incorporate an acknowledgment referencing P50CA244688.

**PERIODIC REPORTS**

Two interim progress reports pertaining to specific deliverables will be due at four-month intervals. Specific deadlines will be outlined in the award notice. Applicants will use the provided report regarding deliverables and project milestones; and continued project funding will be contingent on timely submission of the progress report and demonstration of sufficient progress. Instructions will be provided on how to submit this report. Please contact CC_FundingOps@cuanschutz.edu with any questions.

A final report summarizing the results of the studies, detailing your timeline for pursuing national-level funding, and listing any publications resulting from the work will be due two months following the end date of the award. Awardees will be provided a weblink for submission of their final report 60 days in advance of the due date.

If an extension is needed, you will need to submit an extension request detailing the work that has been completed, the work that remains to be done, and outlining a budget for the remaining funds. Extension requests should be submitted by June 1, 2023. Submitting an extension request does not automatically waive the requirement for a final report at the end of month 14. Only if the extension request is granted is the final report due date moved.

Ongoing updates on project impact in achieving national funding, additional publications and other outcomes (i.e., patents, or other intellectual property) are required for up to five years following completion of the project. A request for these updates will be made in May/June each year following completion of your project.
EVALUATION CRITERIA

Applications will be evaluated using the NIH scoring system (1-9) and parameters (below), supplemented by consideration of the likelihood of leading to external funding and the impact on questions of health equity.

Significance
- Does the project address an important problem or a critical barrier to progress in the field?
- How will successful completion of the aims change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field?

Probability of Leading to External Funding
- Does the application make a compelling argument for a trajectory leading to external funding?
- How will funding this application ‘push the research over the top’ for funding- (e.g., address a key gap in a prior proposal)
- Does the application provide examples of relevant potential mechanisms for external support?

Innovation
- Does the application challenge and seek to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions?
- Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense?

Approach
- Are the overall strategy, methodology, and analyses justified and appropriate to accomplish the specific aims of the project?
- Have the investigators presented strategies to ensure a robust and unbiased approach, as appropriate for the work proposed?
- If the project is in the early stages of development, will the strategy establish feasibility?

Investigators and Community Stakeholders (if applicable)
- Are the PD(s)/PI(s), collaborators, other researchers, and community partners/stakeholders (if appropriate) well suited to the project?
- If the project is collaborative, do the investigators have complementary and integrated expertise?

Environment
- Will the scientific environment in which the work will be done contribute to the probability of success?
- Will the project benefit from unique features of the scientific environment, subject populations, or collaborative arrangements?
- Is the application consistent with Cancer Center (and ISC3 if appropriate) priorities
- If applicable, does the application offer convincing support regarding community engagement?
- If applicable, does the application incorporate evidence of community engagement?

Equity
- Does the application address health equity? (Be specific).
- Will the project favorably impact health equity?

Overall Impact
- Reviewers will provide an overall impact score to reflect their assessment of the likelihood for the project to exert a sustained, powerful influence on the research field(s) involved, in consideration of the above review criteria and additional review criteria (as applicable for the project proposed).
Please note the major tasks or activities involved in the project in the table below. Also specify one or two deliverables or milestones every four months. In addition to the project milestones, please identify a specific sponsor and national-level grant mechanism that you intend to pursue to sustain the research or to advance it to the next level of research/dissemination. (Please adapt as needed)

**Activity Timeline with Deliverables / Milestones (D/M)**

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<th>MONTHS 5-8</th>
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**Deliverables Narrative**

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**Anticipated Grant Plans**

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