



GW/Katzen Pilot Award Program – 2018

OVERVIEW

The GW Cancer Center is pleased to announce pilot awards for projects that directly advance the scientific themes of the Cancer Center including:

- Cancer Biology
- Microbial Oncology
- Immunology and Immunotherapy
- Cancer Engineering and Technology
- Cancer Control, Prevention and Policy

Any full-time, regular faculty member **who is a member of the cancer center** is eligible to submit an application for a pilot award. Awards may be from any discipline and may be laboratory or translational in scope. Awards should lead to competitive, peer-reviewed, external grant applications that bring sustained funding. To become a GWCC member, apply at <http://www.gwumc.edu/smhs/gwcc/member/>.

Grants are intended to support:

Preferential review will be given to the following:

- Projects that incorporate the use of the George Washington Cancer Center shared facilities;
 - [Flow Cytometry](#)
 - [Biorepository](#)
 - [Animal Imaging](#)
- Projects that address critiques of a previously submitted but unfunded peer-reviewed award.
- Projects that address the special needs of the DC region.

These awards are intended to assist independent MFA/GWU researchers in conducting initial pilot explorations, which should lead to publications and development of strategic preliminary data in support of a successful application for support from a national funding agency.

It is anticipated that 3 research proposals will be funded ranging of \$50,000 each. Funding may be used to support PI salary with a departmental effort match for up to 5% effort on the award (with 5% departmental match). Funding may also be used for research staff time and/or non-personnel expenses critical for implementation of the study. Non-allowable expenses include travel (unless required to conduct the research), conference fees, equipment and indirect expenses.

REVIEW CRITERIA

Applications will be reviewed by the GW Cancer Center Peer Review Committee, which may include outside expert reviewers. As part of the scientific peer review, all applications will undergo a selection process in which only those applications deemed to have the highest scientific and technical merit will be discussed and assigned an impact/priority score.

The scientific merit of the proposed project as determined by scientific peer review and the availability of funds will be considered in making funding decisions. Questions the Committee will consider include: Does the project address an important cancer problem or a critical barrier to progress in the field? If the aims of the project are achieved, how will scientific knowledge, technical capability, and/or clinical practice be improved? How will successful completion of the aims change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field? Will this pilot research project lead to significant extramural funding from outside agencies?

ELIGIBILITY

Applicants are limited to regular and research faculty of The George Washington University and faculty currently holding an appointment at the GW Medical Faculty Associates and who are Members of the GW Cancer Center.

Applicants must be United States citizens or permanent residents of the United States or its possessions or territories at the time of application. Proof of citizenship or residency status may be requested.

Principal Investigators (PI's) of studies involving human subjects are strongly advised to immediately initiate and follow through with obtaining approval by the George Washington University Institutional Review Board (IRB), since awards will be effective July 1, 2018, and the project period will not be extended. Funds will not be made available without necessary animal and human institutional approvals through IRB or IACUC. Information is available at: <https://humanresearch.gwu.edu/>.

AWARD INFORMATION

Maximum Award:	Up to \$50,000 each for up to three grants
Grant Award Period:	One year of research from date of award
Project Period	July 1, 2018 – June 30, 2019
Application Guidelines & Forms:	smhs.gwu.edu/katzcancer/research/2018-pilot-grant-program

APPLICATION GUIDELINES

SUBMISSION INFORMATION:

Forward completed application packets to:
The GW Cancer Center/Katzen Cancer Research Center
ATTN: Cancer Research Committee
2150 Pennsylvania Ave., NW, Suite 1-401
Washington, DC, 20037
Phone: (202) 741-2250
Contact: Leo Schargorodski
lschargorodski@mfa.gwu.edu

FINAL DUE DATE: 4:00pm, Thursday, May 31, 2018

Applications will be accepted until 4:00pm, Thursday, May 31, 2018 at the Katzen Center, MFA Building, 2150 Pennsylvania Avenue, NW, Suite 1-200. Applicants should submit one original proposal, a signature page with the Department Chairs' signatures, all attachments as needed, and one electronic copy, which exactly matches the original paper proposal (Adobe.pdf).

AWARD PERIOD

All expenses of the Katzen grant must be encumbered, can only be spent during the 7/1/18 – 6/30/19 project period and may not be carried over. The applicant's department will be responsible for administration of the grant funding.

REQUIREMENTS

All applications must follow the GW Cancer Center grant guidelines. Incomplete applications or those that exceed the page limit will not be considered.

PROGRESS REPORTS:

Awarded investigators will be required to produce and submit one hard-copy and one electronic copy of a **6-month progress report on or before December 31, 2018** and a **final 12-month report summarizing study results supported by the GW Cancer Center grant and a final budget accounting of funds expended will be due by September 1, 2019.**

Progress reports will also include listing of all publications and other grant support received pertaining to the project, and two copies of all publications resulting from the project. All publications, awards and pending grants resulting from a Katzen award within five (5) years of the award end date must be reported to the GW Cancer Center.

Failure to submit the completed Progress Report jeopardizes future individual and institutional funding. All unexpended funds must be returned to the GW Cancer /Katzen Cancer Center.

Progress Reports should be forwarded to: Leo Schargorodski, Executive Director, Katzen Cancer Research Center, 2150 Pennsylvania Ave., NW, Suite 1-401, Washington, DC, 20037.

ACKNOWLEDGEMENTS IN PUBLICATIONS: All publications resulting from funding received by the Katzen Center grant should be acknowledged with the following:

“This research was supported by a Grant from the GW Cancer Center and the Dr. Cyrus and Myrtle Katzen Cancer Research Center at The George Washington University.”

SECOND AWARD: If the project proposal is submitted simultaneously to the GW Cancer Center and to another organization or national agency and awarded funding by the other organization or agency, funds received from the GW Cancer Center are to be returned.

BUDGET REVISIONS: The principal investigators may make minor alterations (up to 10% of the total) within the budget, provided such changes do not violate the basic budget restrictions outlined in these guidelines. No modifications or adjustments to the original budget are permitted once the grant has been awarded.

PATENTS: Grants are made with the understanding that patents will not be applied for in connection with any discovery made under grants awarded by the GW Cancer Center without prior written consent and will be subject to the GW University policies regarding technology transfer.

TRANSFER OF FUNDS: Due to the special nature of these grants and funding through the GW Cancer Center and the Katzen Center, should the principal investigator leave GW or transfer to another institution during the course of the grant period, transfer of funds to other institutions is not allowed, and the funds must be returned.

ACCOUNT ACTIVATION: Award activation of the account number is dependent on receipt from the investigator of required approval forms from the institutional review boards.

The approvals may include any of the following:

- [Human Subject Research IRB](#)
- [Animal Research](#)
- [Radiation Safety](#)
- [Office of Risk Management](#)

APPLICATION INSTRUCTIONS

Applications must be submitted on the forms provided with the additional pages required.

FORMATTING THE APPLICATION

- Single spaced, one sided, with 0.5 margins on all sides. Space between paragraphs is recommended. Use 11 point Arial as the minimum font size for the text of the application, with page numbering in the footer. 9 point Arial font may be used for figures, legends, and tables with fixed spacing that can be photocopied; **DO NOT** reduce line space or reduce by photocopying.
- The application should follow the headings listed in the Application Format section of these guidelines. The application form can be downloaded above.
- Do **NOT** send supplementary material pertinent to the application unless you have received a specific request from the GW Cancer Center's Research Review Committee.
- Submit the **ORIGINAL** of the complete proposal **and letters of support**.
- Transmit **ONE ELECTRONIC COPY**, as a single file (Adobe PDF), of the complete proposal to lschargorodski@mfa.gwu.edu.

FACE PAGE

The application form can be downloaded from the GW Cancer Center and the Katzen Cancer Research Center website at: <https://smhs.gwu.edu/katzencancer/research/2018-pilot-grant-program>.

Complete name/degree/title, department, school, address, phone, email and title of the project. Complete information on eligibility and have application signed by Departmental chairs. **All applicants are required to verify their eligibility through their Departmental Chairs.**

APPOINTMENTS, OTHER RESEARCH SUPPORT, PUBLICATIONS

1. Complete information on Appointments
2. Other Research Support – (List all current and pending grant support, including agency, principal investigator, percent effort, amount and terms of award, or list “none.”)
3. Publications, selected (of Applicants)

RESEARCH PLAN (**NOT MORE THAN 3 PAGES IN LENGTH, INCLUDING FIGURES**)

Complete information on Description of Research Proposed should include the following:

- 1) Title of Project
- 2) Objective
- 3) Background and Significance (emphasizing cancer relevance and potential to attract future extramural)
- 4) Specific Aims of the project
- 5) Methods
- 6) Selected Publications and Cited Literature related to the research project
- 7) Description of research facilities
- 8) Describe in lay terms the cancer relevance of the project

BUDGET PROPOSED

The maximum grant award is \$50,000. The following budgetary restrictions apply:

- Budget must not exceed \$50,000.
- Provide a complete narrative budget justification including personnel, equipment, and other direct costs.
- Please adhere to the Expenditures Allowed and Expenditures Not Allowed items described below.
- University Facility and Administrative Costs are not permitted.

Please complete the Research Promotion Form based on your willingness and ability to work with the Katzen Center.

Approval Form Checklist: The applicants are required to complete the *Approval Form Checklist* and submit with the application.

A justification is required for all expenses, organized by the following Budget Categories. Budget is for one year.

BUDGET ALLOCATIONS

BUDGET CATEGORIES

- Personnel: Funding may be used to support PI salary with a departmental effort match for up to 5% effort on the award (with 5% departmental match). Funding may also be used for research staff time and/or non-personnel expenses critical for implementation of the study. Positions of personnel must be individually listed. The percentage of effort devoted to research and fringe benefit cost categories should be completed fully. List names, titles, percent or hours of effort, salary, fringe, and total. NOTE: Tuition costs or laboratory fees are NOT allowed to be charged against Katzen Funds.
- Consumable Research Supplies should be grouped under appropriate headings with amounts.
- Equipment: Identify equipment.
- Travel: Travel costs are NOT allowed (unless required to conduct the research)

- Miscellaneous Expenditures: Must be listed and justified individually.

EXPENDITURES ALLOWED

- Research supplies and animal maintenance
- Technical assistance
- Salary support for graduate students and postdoctoral fellows (M.D. or Ph.D.) only
- Computer hardware and software
- Publication costs, including reprints
- Costs of computer time
- Special fees (pathology, photography, etc.)

EXPENDITURES **NOT** ALLOWED

- Salary of Grant Recipient or faculty paid by GW University or MFA
- Honoraria and travel expenses of visiting lecturers
- Secretarial/administrative personnel
- Tuition costs
- Books and periodicals
- Dues and membership fees in scientific societies
- Per diem charges for hospital beds
- Non-medical services to patients
- Construction, renovation, or maintenance of buildings and laboratories
- Office and laboratory furniture
- Rental of office or laboratory space
- Recruiting and relocation expenses

ADDITIONAL INFORMATION

The application form can be downloaded from the Katzen Cancer Research Center website at:
<https://smhs.gwu.edu/katzencancer/research/2018-pilot-grant-program>

Questions should be directed to the Katzen Cancer Research Center:

Leo Schargorodski
Executive Director
Katzen Cancer Research Center
Suite 1-204
2150 Pennsylvania Avenue, NW
Washington, DC 20037
202-741-2250
lschargorodski@mfa.gwu.edu

DEADLINE FOR APPLICATION IS THURSDAY, MAY 31, 2018

AT 4:00 PM.