FY2018
Developmental Funds Mechanism for Investigators who’s Recently Awarded External Grant Applications Were Significantly Cut

APPLICATION GUIDELINES

Objective

The primary purpose of this developmental funds pilot program mechanism is to support UNM Comprehensive Cancer Center (UNMCCC) investigators whose recently funded, cancer-focused external grant applications had significant cuts (cut of 10% or greater) to the requested budget.

Eligibility

All members of the UNMCCC in good standing (meeting the criteria of the UNMCCC Participation Policy - must attend 50% or greater of their assigned programs’ official meetings, retreats and other research events on an annual basis) who are awarded a cancer-focused, external peer-review funded grant with a budget cut of 10% or greater by the sponsor are eligible to apply. The UNMCCC member must also have a revised set of Specific Aims that are reduced in scope in response to the budget cut and have been approved by the sponsor. Preference will be given to grants from the NIH but other sponsors’ grants will be considered on a case-by-case basis. The review committee will consider other funding available to the PI including UNMCCC start-up funds and pilot grants when making funding decisions.

Term of Funding

These awards are intended to off-set cuts to investigator’s projects made due to general across the board cuts by the sponsor (cuts due to peer-review determining a particular component or aim of the project is not scientifically sound are not eligible). These awards are for a one-year period and it is anticipated that awardees will use the funds they receive from this mechanism to facilitate the submission of additional peer-review funding applications to cover the portions of their original project that cannot be completed due to the budget cut. A second year of funding may be possible on a case-by-case basis. This will require the submission of a new application outlining progress made towards obtaining additional peer-review funding. The number of awards is dependent upon the quality of the applications and the availability of funds within the UNMCCC. Expenditures may begin at any time after the official start date of the funded extramural grant but all funds must be expended within one year of
receipt. No-cost-extensions will not be allowed on this mechanism and funds not expended within one year will be returned to the UNMCCC. Failure to expend funds during a previous award period will be considered reason to not award additional funds in later years. Successful applicants must produce a 2-3 page final report within 30-days of the award end date.

Awards may be for the amount of the direct cost cut in a single year up to a maximum of $100,000. The number of projects awarded will depend upon determination of the reason for the cut and the availability of funds within the UNMCCC.

**Key Dates**

- Application Due Date: Applications accepted on a rolling basis

**Allowable Costs**

The award should be used for expenses related to the corresponding external grant only. It is anticipated that awardees will use the funds they receive from this mechanism to facilitate the submission of additional peer-review funding applications to cover the portions of their original project that could not be completed due to the budget cut. The award should be used for research activities and cannot be used for faculty salary support or for the purchase of large equipment. Funding is available for salaries and fringe benefits of post-doctoral fellows, students, technicians, and other non-faculty project personnel costs. Laboratory supplies and other related research non-personnel expenses are appropriate with the exception of: travel to scientific meetings; office furniture and equipment; and, computers.

**Format**

Proposals should be submitted in one PDF file and include the following items:

**Application Components**

1. **Cover Letter** - please include:
   a. Project title
   b. External funding source
   c. Total direct costs requested and amount and percentage of cut
   d. Statement outlining the reduction in scope of original specific aims in response to the budget cut and how requested funds will be used to develop another grant application

2. **External Award “Pink Sheet”**
3. **External Award Notice of Award**
4. **Copy of original and revised version of the Specific Aims submitted to sponsor**
5. **Copy of Originally Requested Budget**
6. **Budget Request and Justification** (using PHS398 budget sheets) – this is required to set-up selected awards
Application Process

1. Proposals should be submitted electronically in one PDF to UNMCC-PilotProgram@salud.unm.edu.
2. Incomplete proposals will not be considered.

Application Review Process and Selection of Awardees

Applications will be reviewed by UNMCCC Senior Leadership and invited ad hoc reviewers with appropriate expertise as needed. The most important review criteria will be the likelihood that the requested funds will lead to a successful extramural grant application. Based upon this review, recommendations for funding will be made by the UNMCCC Senior Leadership. Proposed budgets will be scrutinized and may be reduced at the discretion of the UNMCCC Senior Leadership. The maximum award is $100,000 for one year.

Applicants will be notified of award status following the review by Senior Leadership.

Award Management

All funds must be spent within the 1-year period of the award. Unused funds will be returned to the central Cancer Center budget for redistribution. If the Senior Leadership terminate an award for non-compliance or non-performance, remaining balances will be returned to the Cancer Center budget for redistribution within the next award cycle.

Change In Status Of Awardee

Awards must remain solely with the designated awardee and cannot be transferred to any other personnel. If a recipient decides to discontinue his or her work in the Cancer Center, the award will be terminated as described above, and unused funds will be returned to the UNMCCC. Likewise, if an investigator awardee changes institutions during the funding period, the award cannot be transferred and the remaining balance will be returned to the central UNMCCC budget.

Expectations of Award Recipients

Recipients of these awards are expected to actively participate in UNMCCC activities such as seminars, meetings, and retreats. Awardees will be expected to present their research findings at an applicable UNMCCC retreats and/or meetings if requested. All correspondence should be sent to UNMCC-PilotProgram@salud.unm.edu including:

- All required progress reports, and all additional requests for updates for the UNMCCC Senior Leadership, and/or Administration.
- A financial accounting of project funds.
- Annual reports for up to 5 years of funding and publications (with PMCID numbers) resulting from the award.
Additionally, recipients are expected to appropriately acknowledge the pilot funding. All material derived from the research supported by UNMCCC funding that is published or presented must carry a statement that credits the Cancer Center Support Grant P30CA118100 and Shared Resources, where appropriate. Publications resulting from this award fall under the NIH Public Access Policy and must obtain a valid PMCID. Publications that cite the Cancer Center Support Grant funding will be included in progress reports to NCI.

Any questions about this pilot grant program should be directed to Alan Tomkinson ATomkinson@salud.unm.edu