

PILOT AWARD APPLICATION INSTRUCTIONS

CaMPR-BASIC

Collaborative and Multidisciplinary Pilot Research

Award for

Basic Science and Clinical/Translational Investigators

2014-15

Revised January 15, 2015

2014-15 Irving Institute CaMPR-BASIC Pilot Award Application Instructions

With demands to bring new medical cures to the public faster and less expensively, and in light of ever-shrinking research funding sources, the importance of team science is now stronger than ever. In 2006, the Irving Institute for Clinical and Translational Research (Columbia's Clinical and Translational Science Award, CTSA) was charged with helping bridge basic and clinical/translational research to bring effective, efficient strategies into medical practice.

In the interest of building such research teams at CUMC, **applications are being accepted** for a novel pilot award initiative—the CaMPR-BASIC program. CaMPR-BASIC derives from our original CaMPR awards program, now in its eighth year, which provides funding opportunities to support the formation of newly-configured investigative teams from different disciplines aimed at addressing a significant health problem at the cellular, individual, or community level.

The original CaMPR program was created by the Irving Institute to: (1) support multidisciplinary research; (2) train and mentor a new generation of multidisciplinary research teams; and (3) expand and optimize the utilization of CUMC's outstanding research resources.

CaMPR-BASIC takes the next step towards the development of multidisciplinary teams by offering support for collaborations between researchers from basic science departments from either the CUMC or Morningside campus and clinical/translational investigators on the medical campus.

Applicants to CaMPR-BASIC are required to **form a NEW collaborative team consisting of two Principal Investigators at the level of Assistant Professor**: one from a basic science department and one from a clinical department. If appropriate for the research project, a consultation with the Irving Institute's Regulatory Resource will be required. Additional information about the Regulatory Resource can be found at:

<http://irvinginstitute.columbia.edu/resources/ethics.html>

ELIGIBILITY. The Basic Science PI must hold an Assistant Professor appointment at the Columbia College of Physicians and Surgeons in one of the following departments: Biochemistry and Molecular Biophysics, Biomedical Informatics, Microbiology and Immunology, Pathology and Cell Biology, Pharmacology, Physiology and Cellular Biophysics, Genetics and Development, and Neuroscience. Assistant Professors in departments at the Morningside Campus, e.g., the Department of Biomedical Engineering, the Department of Chemistry, or the Department of Biology, are also eligible.

The Basic Science PI may choose a clinical investigator from any of the four CUMC schools for the role of the Clinical PI. *The new collaborative team may not have produced any publications together nor shared research funding in the past.*

Research focus should be on PILOT STUDIES that will lead to independent, external funding. These awards are not intended to supplement or overlap with on-going funded research, nor are they meant to support research teams already in existence. **PLEASE NOTE: The project will be focused at the pre-clinical level, with relevance to a clinical problem.** The goal of the program is to bring clinical focus and experience to the pre-clinical research, i.e., to ensure that the cell or animal model is appropriate, that the target molecule is specific, and that the pre-clinical approach has potential for significant translation to humans.

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Three (3) pilot grants of \$40,000 each will be awarded to the most promising collaborative teams whose research proposal best exemplifies the program goals by embarking in a new direction to address a common problem from both the basic and the clinical/translational research perspectives.

Award Amount: \$40,000

Term of Award: One (1) Year

Funding Start Date: July 1, 2015

Eligibility: U.S. citizenship or permanent residency status is not required.

DEFINITION OF CLINICAL AND TRANSLATIONAL RESEARCH

RESEARCH DIRECTED TOWARD HUMAN DISEASES

RESEARCH SHOULD INVOLVE ONE OR MORE OF THE FOLLOWING:

- DIRECT CONTACT WITH HUMAN SUBJECTS, INCLUDING THERAPEUTIC TRIALS, STUDIES OF GROUPS OF PATIENTS OR CLINICAL OUTCOMES;
- LABORATORY STUDIES OF HUMAN BODY FLUIDS, TISSUES, CELLS OR DEVICES;
- STUDIES IN CELLS OR ANIMAL MODELS OF A DISEASE IN WHICH A THERAPEUTIC APPROACH AND/OR MECHANISM OF DISEASE IS BEING INVESTIGATED.

Evidence from each PI's Department Chair/Research Dean in support of this new research collaboration is *mandatory*.

FIND A COLLABORATOR. Prospective applicants are strongly encouraged to take advantage of the Irving Institute's *CUSP* tool (Columbia University Scientific Profiles) to seek out potential collaborators in disciplines other than their own and find CUMC investigators who share a common research interest. For example, an investigator interested in 'diabetes' can do a simple word search at:

<http://irvinginstitute.columbia.edu/cusp/>

APPLICATION PROCESS. CaMPR-BASIC involves a two-phase or two-step application process. Phase I consists of a Letter of Intent due on **Wednesday, February 18, 2015**. All submitted Phase I Letters of Intent will be reviewed, then the teams selected to move forward in the application process will be notified and required to submit a Full Application by **Friday, April 24, 2015**. Only the teams that are selected to apply for the Phase II Full Application will be eligible to compete for *one of three \$40,000 pilot awards*. The Full Application guidelines for Phase II have been included in this document to assist in the development of a competitive Phase I Letter of Intent. Please be sure to follow the requirements outlined in the Phase I Letter of Intent section of this document.

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PHASE I: LETTER OF INTENT

- 1) All Letters of Intent must be submitted through the web-based system, <http://irvinginstitute.fluidreview.com/> by **5:00p EST, Wednesday, February 18, 2015**.
- 2) **Create a New User Account:** Applicants using FluidReview for the first time should create a new user account using their Columbia University email address. Returning FluidReview users should log into the system using their username and password. Each team will need to begin a new CaMPR-BASIC Letter of Intent submission using the following format for the submission title, "**PI #1 LAST NAME and PI #2 LAST NAME – 2014-15 CaMPR-BASIC LOI**". *Note: One PI can begin a new submission and add the other PI as a team member.*
- 3) **Fill out all parts of the web-based Letter of Intent Application Form** (contact information for all team members, project title, abstract, etc.).
- 4) **Upload the Letter of Intent PDF:** The Letter of Intent will serve as Phase I of the application process. It should provide the initial basis for the review of both the scientific merit of the proposed study and feasibility of the newly-formed interdisciplinary team. It should include:
 - **Specific Aims, Rationale, and Brief Description of experimental approach (1-2 pages):** Describe the new research collaboration and proposed work in terms of what public health challenge it addresses. In addition, describe how this new collaboration will benefit both PIs, as well as the greater CUMC community.
- 5) **Upload NIH-style biosketches** for each investigator including collaborators and/or consultants: Maximum of 4 pages per investigator (including Other Support).
- 6) **Upload the Signatures of Approval page:** Applicants are required to discuss their intent to apply to this program with their Department Chair/Research Dean well in advance of application submission. **The Signatures of Approval page must contain signatures from both investigators and their respective Department Chair/Research Dean.** The Signatures of Approval template page is available for download in the **Resources** section, located in the upper-right hand corner of this web-based application system.
- 7) **Submit your Letter of Intent** through the web-based system **by 5:00p EST, Wednesday, February 18, 2015**.

PHASE II: FULL APPLICATION (*ONLY TO BE SUBMITTED AFTER PHASE I SELECTION IS ANNOUNCED*)

- 1) **Fill out all parts of the Phase II Full Application Form** (including contact information, current funding sources, grant applications submitted or under review, 12-month budget, and budget justification.)
 - **Budget:** This one-year, one-time award is in the sum of \$40,000. Your detailed budget should directly support your protocol. Each item must be justified in the budget justification section

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of the application. Expenses may include salary, equipment, computer costs, etc., but the justification must be clearly stated.

- 2) **Upload the body of the application:** The Study Protocol may not exceed five (5) single-spaced, typed pages (11 or 12 point font required; Arial typeface preferred), excluding references. The Protocol will be judged on the basis of each team's response to the following questions and should include:
- Goals: What are you planning to do?
 - Rationale: Why is it worth doing? Justify the specific strengths of the investigative team (i.e. describe the specific roles of the lead investigators). How is the proposed work interdisciplinary? What is innovative about your collaboration?
 - Methods: How will the study be conducted?
 - Include a discussion on statistical analysis, e.g., size, power, controls, analysis of data.
 - We strongly encourage applicants to seek consultation with relevant Irving Institute Resources prior to submission of this proposal (e.g., Design & Biostatistics, Regulatory and Ethics, Community Engagement, Biomedical Informatics). *Note that requests for Irving Institute Resources to help with grant submissions MUST be submitted at least 4 weeks prior to the proposal due date; otherwise, a request for consultation could be delayed or possibly denied.* Requests must be made online at the following URL: <http://irvinginstitute.columbia.edu/>. Our Service Request form can be found by clicking any one of three buttons on our Web site – **RESOURCES, RESEARCH or LINKS**, and then selecting **SERVICE REQUESTS**. To access these services and log in your request, a Columbia UNI, password and eRA Commons Username are required.
 - We strongly recommend that applicants familiarize themselves with the new NIH policies requiring that both male and female animals (or cells) be included in preclinical studies (See the editorial by NIH Director Frances Collins in [Nature 509:282-283, 2014](#)). For the Phase II application, applicants will need to address how the study design takes into account the impact of the sex of the animals (cells) proposed and methods for reducing/controlling any potential sex-based difference.
 - Delineate needs for staff, facilities and/or services of the Irving Institute that will be requested/used/needed for carrying out the proposed work
 - Future Plans: What is the next step after receiving pilot funding?
 - What specific grant application(s) do you plan to submit and when? Provide a detailed plan and timeline for grant applications to the NIH, private foundations, or other external funding sources. *This response will be heavily weighted.*
 - References: Reference page(s) do not count towards the five (5) page limit.
- 3) **Upload NIH-style biosketches** for each investigator including collaborators and/or consultants: Maximum of 4 pages per investigator (including Other Support).

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- 4) **Upload the Signatures of Approval page**, which must contain signatures from both investigators and their respective Department Chair/Research Dean. The Signatures of Approval template page is available for download in the **Resources** section, located in the upper-right hand corner of this web-based application system.
- 5) **Submit the application** by selecting the “Submit Your Application” button in the web-based application system, <http://irvinginstitute.fluidreview.com/> **by Friday, April 24, 2015.**

NOTE: IRB/IACUC approval is not required at the time of application, but must be in place, in writing, at the time of the award (July 1, 2015).

REVIEW PROCESS:

Reviewers will use a scoring system based on a 5-point scale and judge each application on the basis of overall fit with the eligibility criteria, multidisciplinary, investigator’s’ potential for independent research careers, and scientific merit.

For any questions about the application content, please contact:

Dr. Nancy Reame

Director, Pilot and Collaborative Studies Resource, Irving Institute for Clinical and Translational Research

nr2188@cumc.columbia.edu

(212) 305-6761

For any questions about the application process, please contact:

Sabrina Harris

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(212) 304-5692

NON-COMPLIANCE WITH THESE INSTRUCTIONS MAY RESULT IN THE PROPOSAL BEING RETURNED WITHOUT REVIEW.

PRINCIPAL INVESTIGATORS ARE STRONGLY ADVISED TO REVIEW APPLICATIONS WITH SENIOR FACULTY MEMBERS PRIOR TO SUBMISSION. IN ADDITION, A SIGNATURE FROM BOTH PIs’ DEPARTMENT CHAIR/RESEARCH DEAN MUST BE INCLUDED.

DO NOT INCLUDE APPENDICES.

PILOT AWARD WINNERS WILL BE ANNOUNCED IN JUNE 2015.

FUNDING WILL BE AVAILABLE ON JULY 1, 2015.

To learn more about the Irving Institute, please visit: <http://irvinginstitute.columbia.edu>

To access the Irving Institute’s web based application system, please visit:

<http://irvinginstitute.fluidreview.com/>