

RELEASE DATE January 20, 2015

## REQUEST FOR APPLICATIONS (RFA):

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# CTSI Translational Research Development Program (TRDP)

### Research Education, Training, and Career Development (CTSI-Ed)

- Awards of up to \$16,000 in research funds available over two years
- Monthly Seminar Series with topics in translational science and career development
- Vertically integrated events with faculty scholars conducting translational research
- National Translational Science Meeting (ACTS) in Washington, DC
- Available to (1) predoctoral trainees pursuing a PhD (or dual degree with a PhD) who have passed their written and oral preliminary examinations; (2) PhD postdoctoral trainees within 3 years of completing their PhD; (3) MD or MD/PhD medical fellows or postdoctoral trainees no more than 3 years into their appointment as a fellow or postdoc
- Up to 10 scholars will be awarded

### Submission Process and Program Deadlines

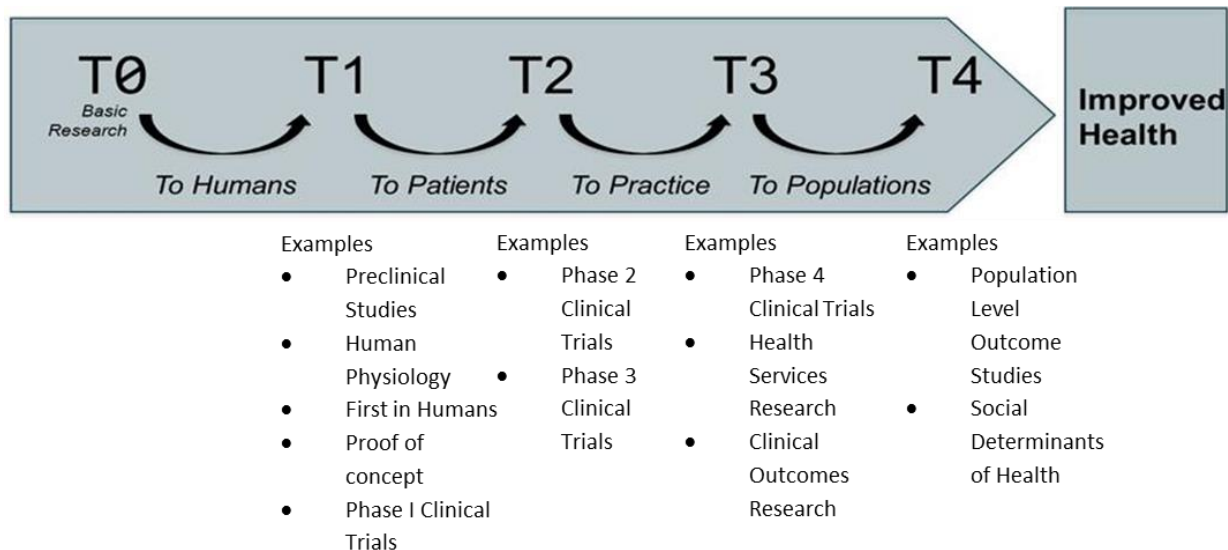
RFA issued	January 20, 2015
LOI due	February 12, 2015 (noon)
Invite full proposals	February 19, 2015
Full Proposals due	April 2, 2015 (noon)
Program start date	June 1, 2015

### 1. NATURE AND PURPOSE OF THIS RFA

The Clinical and Translational Science Institute (CTSI) will provide institutional research funds for predoctoral and postdoctoral trainees with a demonstrable and significant interest in clinical or translational research focused on human health. The program aims to provide an opportunity for early stage investigators to gain significant experience with clinical and translational research as a foundation for the development of an independent research career focused on human health.

Funds are designed to support a modest research project that will result in a publication in a peer reviewed journal. The TRDP project is secondary to the applicant's primary research endeavors and must advance the trainee's research along the clinical and translational research spectrum (see below). For example, a TRDP project for a trainee currently conducting basic research (T0) should be in the T1, T2, T3, or T4 translational categories. Similarly, a trainee currently

conducting health services research (T3) should develop a TRDP project that demonstrates a clear movement toward the T4 category.



A portion of the funds may also be used to support didactic coursework or attendance at workshops that will facilitate successful completion of the TRDP project by developing the applicant’s skills in clinical and translational research.

The Translational Research Development Program will award up to 10 trainees, with a maximum award of \$16,000 in research funds.

In addition to the awardee’s current primary research mentor, awardees must engage a translational mentor who will help advise and guide the TRDP project. This TRDP mentor may be a senior faculty member who conducts clinical or translational research, or a biostatistician at the University of Minnesota who will provide significant mentoring for the project.

Applications from under-represented populations are strongly encouraged.

## 2. CRITERIA FOR FUNDING

### Applicants must meet the following eligibility criteria:

- Predoctoral applicants must be pursuing a PhD in a PhD graduate program or PhD dual degree program, have passed their written and oral preliminary examinations, and obtain the support of their research advisors.
- PhD postdoctoral applicants must be within 3 years of completing their PhD at the time of application.
- MD or MD/PhD medical fellow applicants or postdoctoral applicants must be no more than 3 years into their appointment as a fellow or postdoc at the time of application.

- Engage full-time in research or educational activities related to the applicant's research activities during the period of the TRDP award.
- For questions, contact Michelle Lamere, MPA (Assistant Director, CTSI-Ed) at [mlamere@umn.edu](mailto:mlamere@umn.edu) or 612-624-0619. The CTSI Translational Research Development Program is directed by Yoji Shimizu, PhD.

**Awardees will be selected based on the following criteria:**

- Achievements of the applicant to date
- Potential and commitment of the applicant to an independent research career
- Feasibility and novelty of proposed project
- Ability of the TRDP project to advance the trainee along the clinical and translational research spectrum
- Potential of the TRDP project to foster the development of distinctly new clinical or translational research skills that are more than incremental training
- Support of the applicant's primary research mentor for the TRDP project
- Qualifications of the TRDP mentor and commitment to the applicant's interests in developing expertise in clinical or translational research
- Quality of the training environment(s)

### 3. REQUIREMENTS

1. Engage in full-time research or educational activities related to the applicant's research activities during the period of the TRDP award
2. Submit an Individual Development Plan that will identify strategic goals and strategies associated with the trainee's objectives for the TRDP award
3. Submit progress report annually and at the end of the award period (for two-year awards). Progress reports must document the efforts of the trainee to submit a peer-reviewed manuscript incorporating research results obtained with this grant. For two-year awards, a minimum of one peer-reviewed manuscript incorporating the research results obtained should be submitted for publication by the end of the two-year award period. Trainees will present their first year progress to members of the Multidisciplinary Advisory Committee and program leadership for assessment and guidance
4. Scholars must attend the National Translational Science (ACTS) annual meeting, in Washington, DC, and submit an abstract to present a poster or talk at least one year during the award. This conference is typically held in April. Research funds should be budgeted to cover travel expenses associated with the conference
5. Present research at the CTSI annual Poster Session in September, both years of the award
6. Participate in monthly TRDP Scholar meetings sponsored by CTSI-Ed with >75% attendance
7. Meet no less than once/month at regularly established times with TRDP project mentor

8. Hold a team meeting with primary mentor and TRDP project mentor no less than twice/year

#### 4. FUNDING

1. Up to \$16,000 total available over two years
2. Carry forward of funds after two years will not be permitted

Funds must be designated for the direct support of the research-training plan. No funds will be available to support stipends. In general, funds should be primarily used for research and educational activities such as supplies, travel, and tuition for training specifically related to the project.

#### 5. INFORMATION FOR APPLICANTS WITH NIH F-AWARDS

If you are a trainee who will be supported by an individual peer-reviewed NIH F-series fellowship (F30, F31, F32, etc.) during the period of TRDP support being requested, you must obtain pre-approval from your NIH program officer. Contact Michelle Lamere, MPA (Assistant Director, CTSI-Ed) at [mlamere@umn.edu](mailto:mlamere@umn.edu) or 612-624-0619 for additional information.

#### 6. PRE-APPLICATION

A mandatory Letter of Intent (LOI) is due on February 12, 2015 (noon). The letter (one page maximum) should include:

1. Project title
2. Trainee name and contact information
  - a. For predoctoral trainees, include name of graduate program and/or dual degree program, date of passing written and oral preliminary exams
  - b. For PhD postdoctoral trainees, include date of PhD thesis defense
  - c. For MD or MD/PhD medical fellows or postdoctoral trainees, include date of appointment as a fellow or postdoc
3. Names of Primary Research Mentor and proposed TRDP Mentor
4. Abstract for proposed project
5. Brief description of how the project will advance the trainee's research along the clinical and translational research spectrum, and develop distinctly new clinical and translational skills.

Please submit your LOI as a PDF through the submission link found on the [TRDP website](#) by February 12, 2015 (noon). URL: <http://z.umn.edu/trdp>

Letters of intent will be evaluated to confirm eligibility of the applicant, qualifications of the mentors, and to evaluate the degree to which the proposed TRDP project will advance the trainee

along the clinical and translational research spectrum. We will notify applicants on or before February 19, 2015 to invite submission of a full proposal. At that time, further instructions for proposal submission will be provided.

Please contact Michelle Lamere at 612-624-0619 or [mlamere@umn.edu](mailto:mlamere@umn.edu) with any questions about this career development program.

## 7. FULL PROPOSAL CONTENT AND INSTRUCTIONS

Submission information will be provided after the LOI has been approved.

### APPLICATION COMPONENTS

- 1 Applicant Information
- 2 Research Proposal: 3 page (Arial 11 pt font), ½ inch margins, single-spaced proposal, to include:
  - Project Title
  - Aims
  - Significance
  - Innovation
  - Approach
  - Incorporation of biostatistical analysis in the Research Proposal
  - Plans for advancing the project’s research findings to early stage testing in humans (translation plan).Upload up to 3 pages, exclusive of references
- 3 Training Objectives:
  - Title and summary of applicant’s primary research project
  - Describe the relationship of the applicant’s primary research project to the TRDP project
  - Describe how the TRDP project advances the applicant’s research along the clinical and translational research spectrum, and develops distinctly new translational and clinical skills
  - List any planned formal training activities (courses, workshops, etc.)
  - Value of participation in TRDP proposal to applicant’s career goalsUpload up to 1 page
- 4 Budget: use NIH budget sheet
  - Include required travel to ACTS meetingDownload this form on the [TRDP website](http://z.umn.edu/trdp) (<http://z.umn.edu/trdp>)  
Upload up to 3 pages

- |    |   |                                   |
|----|---|-----------------------------------|
| 5  | NIH Biosketch/Other Support   | Upload up to 4 pages per document |
|    | <ul style="list-style-type: none"> <li>• Include personal statement that outlines career goals</li> <li>• Include manuscripts In Press and Submitted</li> <li>• Include pending grant applications</li> </ul> |                                   |
| 6  | Primary Research Mentor NIH Biosketch/Other Support   | Upload up to 4 pages              |
| 7  | Mentor – Mentee Compact completed with TRDP mentor<br><i>Download this form on the <a href="http://z.umn.edu/trdp">TRDP website</a> (<a href="http://z.umn.edu/trdp">http://z.umn.edu/trdp</a>)</i>           | Upload completed form             |
| 8  | TRDP Mentor NIH Biosketch/Other Support   | Upload up to 4 pages              |
| 9  | Support letter from Primary Research Mentor   | Upload up to 2 pages              |
| 10 | Support letter from TRDP Mentor   | Upload up to 2 pages              |

**CTSI TRDP PILOT GRANT PRIMARY MENTOR SUPPORT LETTER**

(2 pages maximum)

**TRDP Applicant Name:** \_\_\_\_\_

**Primary Mentor Name:** \_\_\_\_\_

**School:** \_\_\_\_\_ **Department:** \_\_\_\_\_

- 1. Evaluate the applicant’s background and potential for success in an academic research career.**
- 2. Describe why this training would enhance the trainee’s ability to conduct clinical or translational research.**
- 3. Characterize your support for this CTSI project.**
- 4. Describe any previous collaboration or relationship with the TRDP mentor, and any opportunities you see for future collaboration.**
- 5. Describe your laboratory’s research environment, and the resources available that will support the applicant’s development of clinical and translational research skills.**
- 6. Indicate the total number of predoctoral and postdoctoral individuals previously mentored. Select up to five that are representative and, for those five, provide their present employing organizations and position titles or occupations.**

*Mentors participating on CTSI-sponsored projects are required to meet with their scholar-mentee regularly, attend the annual CTSI Poster Session, and required to participate in a CTSI-developed mentoring online learning module, in addition to providing data, submitting reports, and attending occasional CTSI events as requested. It is expected that the mentoring team will work closely with the applicant in the development of the application.*

*In making this application, I understand that the applicant must be a current TRDP Scholar, a predoctoral trainee pursuing a PhD in a PhD graduate program or PhD dual degree program, or a postdoctoral trainee with <3 years of experience. The trainee will be permitted adequate time exclusive of his/her main research to complete the TRDP project and will work with a mentor on the CTSI project for the duration of the award. I am prepared to work with the TRDP mentor to ensure a good training experience. I understand the CTSI will provide up to \$16,000 in research funds for up to two years. Carryforward will not be permitted.*

\_\_\_\_\_  
Signature of Primary Mentor

\_\_\_\_\_  
Type Name of Primary Mentor

**CTSI TRDP MENTOR SUPPORT LETTER**

(2 pages maximum)

TRDP Applicant Name: \_\_\_\_\_

TRDP Mentor Name: \_\_\_\_\_

School: \_\_\_\_\_ Department: \_\_\_\_\_

- 1. Evaluate the significance and feasibility of the proposed research project**
- 2. Evaluate the applicant’s potential for success in clinical or translational research**
- 3. Describe your role in the project and your planned interactions with the applicant over the course of the research project**
- 4. Describe any collaborations or previous work with the applicant or the applicant’s primary mentor, and any opportunities you see for future collaborations.**
- 5. Describe your laboratory’s research environment, and the resources available that will support the applicant’s development of clinical and translational research skills.**
- 6. Indicate the total number of predoctoral and postdoctoral individuals previously mentored. Select up to five that are representative and, for those five, provide their present employing organizations and position titles or occupations.**

*Mentors participating on CTSI-sponsored projects are required to meet with their scholar-mentee regularly, attend the annual CTSI Poster Session, and required to participate in a CTSI-developed mentoring online learning module, in addition to providing data, submitting reports, and attending occasional CTSI events as requested. It is expected that the mentoring team will work closely with the applicant in the development of the application.*

*In making this application, I understand that the applicant will be given adequate time to work on the CTSI project over the duration of the award, however as a predoctoral or postdoctoral trainee the commitment is to his/her primary research project. I am prepared to work with the trainee’s primary mentor to ensure a good training experience. I understand the CTSI will provide up to \$16,000 in research funds for up to two years. Carryforward will not be permitted.*

\_\_\_\_\_  
Signature of TRDP Mentor

\_\_\_\_\_  
Type Name of TRDP Mentor