

RELEASE DATE: **March 1, 2019**

REQUEST FOR APPLICATIONS (RFA):

CTSI KL2 Scholars Career Development Program

Administered by the CTSI - Research Education, Training and Career Development (CTSI-Ed)

- 75% time committed to research and research career development for years 1-3.
- 75% salary support on salaries up to \$120,000 inclusive of fringe), \$35,000 in research funds and \$2,000 travel funds a year, for the first 3 years. This award is funded by the NIH CTSI grant for 24 months and the UMN Academic Health Center for 12 months (or the Scholar's home department for Schools outside the AHC).
- Additional funds are available in the first 3 years to support out-of-pocket tuition.
- Assistant Professor with salaried appointment (in rank \leq 6 years),
- Multidisciplinary mentor team, including primary senior accomplished mentor, secondary mentor and biostatistician representing different areas of expertise
- Individualized educational and training plan, including \sim 10-20% time devoted to career development and training activities.
- Weekly (Wednesday afternoon K Scholar Multidisciplinary Seminar Series with BIRCWH (Women's Health K12) program, CTSI Pre-K Scholars, and Individual K awardees
- CTSI will provide programmatic career development support after funding has concluded (includes monthly career development meetings, external grant reviews, grant editing support)
- *Underrepresented in medicine applicants are strongly encouraged*

Application Timeline

- Letters of intention to apply are required accompanied by a CV and checklist by March 22, 2019 and will be reviewed.
- Invitations for full applications will be sent out by March 29, 2019.
- The requested full applications (only) are due by noon on Wednesday, May 29, 2019
- Interviews for highly rated applicants will be held July, 2019
- Award decisions will be announced by Friday, July 12, 2019
- Start date September 1, 2019
- Up to 3 awards will be issued for this RFA

1. NATURE AND PURPOSE OF THIS RFA

The KL2 Scholars Career Development Program is designed to develop the next generation of translational investigators through a structured training program with a mentored, multidisciplinary translational research emphasis. The goal is for KL2 scholars to develop successful clinical translational science (CTS) research careers with extramural funding and scholarly publications. Specific goals are to train individuals in team science, mentoring, and community engagement and provide skills in leadership and communication.

This three-year program trains junior investigators to be competitive for NIH independent K- or R01 Awards. Up to 3 awards will be funded on this cycle. Success of this program will be judged by the number who go on to secure NIH individual K-award grants in the short term, and NIH R01 and R01 equivalent funding in the long term, for clinical and translational research.

2. ELIGIBILITY

1. United States citizen or permanent resident
2. Conduct human relevant clinical and/or translational research.
3. Have a clinical doctorate, PhD or its equivalent (MD, PhD, DO, DDS, DVM, OD, DC, PharmD, DNP).
4. Junior faculty (Assistant Professor with salaried appointment in rank \leq 6 years) with very strong potential to establish and lead funded research programs in clinical/translational science. Applicants must have a paid or official affiliate faculty appointment (rank of Assistant Professor 9403, Clinical Assistant Professor 9403C, or Research Assistant Professor 9403R) OR have signed and accepted an offer letter at the University of Minnesota at the time of application with a start date before the start of the grant (must provide copy in application). Eligibility includes affiliated faculty at the VA, HCMC, Regions Hospital, and the Children's Hospitals of Minnesota. Faculty members holding adjunct appointments or Research Associates without a signed offer letter as above are ineligible.
5. Identify at least two mentors from different disciplines with very strong research experience, significant active (primary mentor at least) or recent funding and track record of trainees at the rank of Associate Professor or higher, and a third faculty biostatistician mentor. If unsure about mentor choice, contact David Ingbar, MD, Associate Director, CTSI, Kelvin Lim, MD, Director of the KL2 Program, or Michelle Lamere, MPA, ACC, Assistant Director of CTSI Research Education, Training & Career Development (CTSI-Ed).
6. Commit to spending 75% of full-time professional effort conducting research and research career development activities as a CTSI KL2 scholar for 3 years and ongoing research thereafter with submission of major K and R grants (&/or equivalents).
7. Not be, or have been, a principal investigator on an R01, R29 or subproject of a Program Project (P01), Center Grant (P50, P60, U54), mentored career development grants (K-series), or other equivalent research grant awards or career development awards such as those from ACS, ADA, AHA, etc. Those serving as PI of an NIH R03 or R21 grant are eligible to apply for this KL2 grant.
8. A strong, individualized career development plan, including significant formal training in areas such as biostatistics, informatics, trial design, and other new relevant skills/knowledge is required. Obtaining an advanced degree as part of the training is strongly encouraged, as appropriate.

9. Commitment to a minimum of 3 years of research training directed to the goal of obtaining NIH R01 or equivalent funding.
10. Agree to have career development tracked by program and to annually provide updated CVs and complete questionnaires for at least 10 years post program completion.
- 11. Participants are required to apply for significant career development or research grant support as Principal Investigator (NIH individual K or R01; or other major equivalent, such as national VA, American Heart Association, American Cancer Society, or American Diabetes Association Career Development Awards) within the first 12 months of receiving a KL2 award. If funding is received within the first 12 months, scholars must commit to complete their first year of career development programming.**

3. REQUIREMENTS

	Yr 1	Yr 2	Yr 3
Complete and submit all required paperwork for NIH Prior Approval of Human Subjects Research submission prior to engaging in activities that involve human subjects.	As required		
Complete an initial entrance self-assessment survey of your NUCATS competencies in clinical and translational science using the Clinical Research Appraisal Tool.	Required		Required
Complete Optimizing the Practice of Mentoring (online)	Required		
Complete Hogan Leadership Forecast Series Assessments (1-hour debrief and coaching session with Michelle Lamere, MPA, ACC)	Required		
Spend a minimum of 75% effort on training, research, and career development activities related to KL2 Program	Required	Required	Required
With your mentoring team each year, address components of your career development plan: <ol style="list-style-type: none"> 1. Develop your career vision and career mission. 2. Develop a Professional Development Plan for strategic and annual goals with associated near-term objectives, specific objectives, and competencies for the three years. 3. Identify what strategies (e.g. experiences, training, etc.) will facilitate objective achievement and how experiences and training will be acquired 	Required	Required	Required
Submit a NIH individual K award or other major national equivalent in 1 st 12 months with revision submitted in next 12 months	Required	Revision Required	N/A
Submit a minimum of 2-3 peer-reviewed manuscripts each year	Required	Required	Required
Submit an abstract to and attend the annual Clinical and Translational Science conference, held in the spring each year. At the minimum you are expected to attend the conference in year 1 and attend the conference in year 2 and/or year 3	Required	Yr 2 and/or yr 3	Yr 2 and/or yr 3

Participate in a mock study section at either the annual national Translational Science Meeting (ACTS) or the Translational Research Retreat	Year 1, 2 or 3	Year 1, 2 or 3	Year 1, 2 or 3
Submit at least one abstract to an additional relevant national scientific meeting each year	Required	Required	Required
Participate in the UMN Mentorship Excellence Training Academy (META)	Yr 1 or yr 2	Yr 1 or yr 2	
Attend Grant Writer's daylong "Write Winning Grants" workshop	Required		
Participate in the P3 semester long grant writing workshop in year 1 or year 2	Yr 1 or yr 2	Yr 1 or yr 2	
Attend at least 75% of the required weekly K Scholar Multidisciplinary Seminar Series on Wednesday afternoons and participate in other required program activities (Translational Research Retreat, etc.) For Coordinate Campus Applicants: the 75% attendance policy for the K Scholar Multidisciplinary Seminar Series will remain in place for coordinate campus scholars, as it does for all scholars. Scholars must attend at least one scheduled seminars in-person per month and the remaining balance via video link. Translational Research Retreat attendance is required.	Required	Required	Required
Attend 4 joint KL2/TL1 workshops annually	Required	Required	Required
Complete graduate level Biostats and Informatics coursework <i>Strongly encouraged to take at least one biostats or informatics course.</i>	Required	Required	Required
Attend Biannual Translational Research Retreats	Required	Required	Required
Present research at the annual CTSI Research Poster Session	Required	Required	Required
Attend joint meetings with the Mayo CTSA	Required	Required	Required
Present annually at Community Research Forum and at relevant community group.	Required	Required	Required
Present at Community Academic Collaboration Event <i>Once, during 1-year partnership with community mentor</i>	Yr 1 or yr 2	Yr 1 or yr 2	
Commit to one-year partnership with community mentor. Meet with community mentor at least 4 times.	Yr 1 or yr 2	Yr 1 or yr 2	
Meet at regularly established times with your mentors individually and as a team. Meetings with the full mentoring team must be held, at a minimum, four times a year. Meeting with the primary mentor (substituted at times by a secondary mentor) should be approximately weekly	At <u>least</u> 4 times a year	At <u>least</u> 4 times a year	At <u>least</u> 4 times a year
Six-month Report of Progress and Committee Review Meeting	Required	Required	Required
Final program meeting with mentors, Department Chairs, Division/Program directors and CTSI-Ed leadership			Required

4. FUNDING

1. 75% salary support on salaries up to \$120,000, inclusive of fringe, for protected time for clinical/translational research career development
2. \$35,000 per year for technical assistance and/or supplies to assist in obtaining data
3. Travel funds of \$2,000 a year
4. Support for out-of-pocket tuition and degree or certificate costs
5. No carry forward after two years will be allowed
6. Year 3 of financial support, (75% salary support on salaries up to \$120,000 inclusive of fringe, \$35,000 research funds, and \$2,000 travel funds), will be covered by the AHC and the Medical School Dean's office.
7. Up to 3 awards will be made on this cycle

5. SELECTION CRITERIA

Scholars:

1. A 3-year career development and training plan with support of a primary mentor and mentoring team
2. Multidisciplinary mentoring team (i.e., primary and secondary mentors must be from different disciplines and must be experienced senior researchers with strong training records and active funding of primary mentor – any questions, please contact KL2 Director, Kelvin Lim, MD or Michele Lamere, MPA, ACC
3. Individualized plan for expanded training in translational science, including coursework and possibly an advanced degree, as appropriate
4. Long-term career plan with milestones for evaluation by advisory committee
5. Research study including significance, innovation, translation plan, incorporation of Biostatistical analysis and potential for building a career
6. Plans for regular interactions with each mentor and with complete mentoring team
7. Previous research and academic experience.
8. Demonstrated scientific achievement, important scientific project and established portions of research team so that the applicant is positioned to be competitive for an individual NIH K award within 12 months
9. Passion for clinical and translational biomedical research and an academic career

Department:

1. Commitment of 75% protected time for the scholar
2. Plan for integration of the scholar into the unit's activities

Primary Mentor:

1. Plan for a long-term career path for the candidate
2. Experience with research theme proposed by the candidate
3. Plans for interaction with scholar and integration with mentoring team
4. Active NIH and other funding record (current and past)
5. Clinical or translational research publication record
6. Previous and current mentoring experience and success (NIH training table required)

Supporting mentors:

1. Experience with research theme and expertise brought to proposed project and/or training
2. Plans for interaction and career development of scholars
3. Previous and current mentoring experience and success (NIH training table required)
4. NIH funding record (current and past)

6. QUESTIONS

Questions may be directed to:

Michelle Lamere, MPA, ACC – Assistant Director, CTSI Research Education, Training, and Career Development mlamere@umn.edu

7. APPLICATION & INSTRUCTIONS FOR SUBMISSION OF INVITED FULL APPLICATIONS

Selecting mentors: select at least three mentors from different disciplines that are critical for the implementation of your project. It is expected that the mentoring team will work closely with the applicant in the development of the application. At least one mentor must be a biostatistician. Contact the CTSI – Biostatistical Design and Analysis Center (BDAC) if you need assistance in selecting the appropriate biostatistician for your proposed project. A PhD level biostatistician is required. Make sure to any costs for statistical support in your budget.

All applicants without a faculty-level biostats or informatics mentor are required to contact the CTSI Biostatistical Design and Analysis Center (BDAC) for an initial consult, at no charge, with a BDAC faculty biostatistician to review the statistical support needs of the proposal. At the consultation, the applicant and a biostatistician consultant will determine together the level of statistical support required by the project and the amount, if any, needed to budget for in the proposal. This statistical support plan must be included in applications. It is recommended scholars schedule at the beginning of the application process to ensure a meeting. See the attached Statistical Support Plan form for instructions.

After formal review of the applications, the top rated applicants will be interviewed by CTSI-Ed leadership and final decisions will be made based upon a combination of the grant review score, the interview and having balance and diversity in the program.

Submit your application online through the CTSI – Education website under training programs for faculty: [Link](#) and application instructions provided with invitation to submit full application.

Complete and submit an online application and upload all required documents through the submission link by 12:00 p.m. (noon) on Wednesday, May 29, 2019. The submission site will automatically close at 12:01 p.m. Late or partially completed applications will not be accepted. Completed applications should adhere to the guidelines in the application instructions and must include:

Introduction <ol style="list-style-type: none">1 Introduction to Application (for Resubmissions) Point-by-point response to reviewers' comments is required (include copy of reviewer comments)
Candidate Section <ol style="list-style-type: none">2 Candidate Information and Goals for Career Development3 Curriculum Vitae
Research Plan Section <ol style="list-style-type: none">4 Specific Aims5 Research Strategy6 Initial Start-Up Plan

- 7 Translation Plan
- 8 Statistical Support Plan (attached)
- 9 Budget
- 10 Training in the Responsible Conduct of Research

Mentor, Co-Mentor, Consultant, Collaborators Section

- 11 Mentor Team Form
- 12 Plan and Statement of Primary Mentor with NIH Biosketch and Other Support Page
- 13 Plan and Statement of Secondary Mentor with NIH Biosketch and Other Support Page
- 14 Plan and Statement of Tertiary Mentor with NIH Biosketch and Other Support Page (if applicable)
- 15 Plan and Statement of Biostatistician Mentor with NIH Biosketch and Other Support Page
- 16 Mentor Mentee Compact with Primary Mentor (and Co-Primary Mentor, if applicable)
- 17 Letters of Support from Collaborators, Contributors, and Consultants with NIH Biosketch

Environment and Institutional Commitment to Candidate Section

- 18 Description of Institutional Environment
- 19 Institutional Commitment to Candidate's Research Career Development

Human Subjects Section

- 20 Protection of Human Subjects
- 21 Data Safety Monitoring Plan
- 22 Inclusion of Women and Minorities
- 23 Inclusion of Children

Other Research Plan Sections

- 24 Vertebrate Animals
- 25 Select Agent Research
- 26 Consortium/Contractual Arrangements
- 27 Resource Sharing
- 28 Authentication of Key Biological and/or Chemical Resources