

2024 Letter of Intent for Cancer Center Developmental Funds (Pilot Projects)

Letter of Intent (**Tuesday, October 1st**) and Application (**Friday, November 1st**)
Cover Sheet (**1 copy to DCC.Institutional.Applications@dartmouth.edu**)

Type of Application: Check one

- Prouty Pilot: Individual PI (\leq \$40,000) (new, early-stage investigators)
- Prouty Pilot: Multiple PI (\leq \$60,000)
- Clinical Research (Interventional Trials: Budget justified, otherwise \leq \$110,000)
- Population Science Research (\leq \$110,000)

Principal Investigator(s):

First Name, Last Name, Degree(s) _____

e-mail address: _____

telephone: _____

Mentor (if Individual PI application): _____

Project Title: _____

Specific Aims (To anticipate reviewer assignment. The final application aims can be modified to reflect the research plan submitted.):

Lay Abstract (250-word maximum): This summary will be provided to community members who review your letter of intent and provide feedback and suggestions on how you can best respond to the Community Outreach and Engagement section of the full proposal.

Has this proposal been submitted elsewhere for pilot funding:

- No
- Yes (specify: _____)

2024 Application for Cancer Center Developmental Funds (Pilot Projects)

Applications: **Due November 1, 2024**

Face Page: Re-Submit Letter of Intent as Application Cover Page

- The aims and lay abstract can be modified to reflect the final research plan submitted.

i. Response to Prior Critique: [2-page maximum]

Resubmissions only should provide a focused response to the prior critique

A. Description of Research Proposed: (4-page maximum)

1. Background: brief statement of ideas and reasoning behind the research project.
If a renewal, summarize first-year accomplishments and transition from original to new aims.
2. Specific Aims: objectives addressed by the project.
3. Methods: approach and feasibility in sufficient detail to enable the reviewer to understand the approach, including how you will deal with potential problems

B. Explicit description of data to be collected and assessed: if known, cite the Biostatistician collaborating on study design and analysis (1 page maximum)

C. Describe the roles of collaborators. If young investigator, describe the role of mentors in the preparation of the proposal and their role during the course of the project (1 page maximum)

D. Relevance of results (1 page maximum)

1. cancer significance
2. intended use of pilot results to obtain external funding: \$60,000 requests require specification of funding mechanism and timeframe
3. note if the scope of work is anticipated to include an invention

E. Community Outreach and Engagement (1/3 page minimum). Community reviewers will help score this section, so please write in lay language. Additional information and examples are available beginning on p.3 of Call for Applications. For assistance with this section, please contact Jenna.E.Schiffelbein@dartmouth.edu.

1. Catchment-relevance of the research: Describe how your research relates to our COE team's priority cancers (breast cancer, lung cancer, colorectal cancer, melanoma) and/or other cancers disproportionately impacting our catchment area of NH and VT.
2. Community engagement elements: Describe your plans to get input from or partner with community members or organizations to shape your research.
3. Implementation and/or dissemination activities in the catchment area: Describe your plans to positively impact our catchment area by implementing interventions in community settings ("implementation") or by showcasing or discussing your research findings in community settings ("dissemination").

Biographical Information: NIH Format (PHS 398) for each Co-Principal Investigator (5-page maximum each): (at least one current DCC Member required)

A. Personal Statement: Co-Principal Investigators should cite team science and translational aspects of role on project

D. Research Support: Please report any DCC Pilot Project Awards in the last 5 years and comment on the outcome of the project.

Budget: NIH Form Pages 4 and 5 (including Budget Justification on Form Page 5)

Please note: Other Expense requests for purchased services outside of a DCC Shared Resource requires confirmation from DCC Shared Resource Director that the service needs to be purchased elsewhere.

Projects anticipating Delayed Onset (e.g., need for IRB approval), should split the budget into pre- and post-trial activations phases.