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|  **American Cancer Society-Institutional Research Grant** **ACS-IRG-Spring 2020****DUE DATE: MONDAY, January 6, 2020 5:00 PM** |
|  | INVESTIGATOR’SPRIMARYINSTITUTION | [ ] OUHSC |
|  |  | [ ] OU-Norman |
|  |  | [ ] OU-Tulsa |
|  | NEW PROPOSAL[ ]  | RE-SUBMISSION[ ]  | COMPETING RENEWAL[ ]  |
| 1. PRINCIPAL INVESTIGATOR/PROGRAM DIRECTOR  |  |
| 1a. NAME (Last, first, middle) | 1f. CITIZENSHIP STATUS[ ]  U.S. Citizen [ ] Non U.S. Citizen (Permanent Resident)[ ] Non U.S. Citizen (TemporaryResident)  |
|       |  |
| 1b. POSITION TITLE / ACADEMIC RANK      |  |
| 1c. DEPARTMENT, SERVICE, LABORATORY, OR EQUIVALENT      |  |
| 1d. MAJOR SUBDIVISION      | 1g. MAILING ADDRESS *(Street, city, state, zip code)*      |
| 1e. TELEPHONE *(Area code, number and extension)* AND E-MAIL |        |
| TEL:       E-MAIL:       |   |
| 2. TITLE OF PROJECT       |
| 3. HUMAN SUBJECTS RESEARCH[ ]  No [ ]  Yes |  3b. Human Subjects Assurance No.        | 4. VERTEBRATE ANIMALS [ ]  No [ ]  Yes |
|  |  3c. Clinical Trial [ ]  No [ ]  Yes | 3d. NIH-defined Phase III Clinical Trial [ ]  No [ ]  Yes | 4a. If “Yes,” IACUC approval  Date | 4b. Animal welfare assurance no. |
| 3a. Research Exempt[ ]  No [ ]  Yes | If “Yes,” Exemption No. |       |       |       |
| 5. DATES OF PROPOSED PERIOD OF  SUPPORT *(month, day, year—MM/DD/YY)* | 6. COSTS REQUESTED FOR PROPOSED BUDGET PERIOD (*Indirect Costs not Allowed)* | 7. WILL THE PROJECT INCLUDE SUB- AWARDS OR SUB-CONTRACTS ? |
| From | Through |  Direct Costs ($):       | YES | NO |
|       |       |  |[ ] [ ]
| 8. APPLICANT/CHAIR Signatures  |   |
| PI NAME:       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SIGNATURE DATE**VERIFICATION OF ELIGIBILITY by Department Chair** *(Applicants must be within six years of their first independent research or faculty appointment, must be salaried faculty with appropriate committed research facilities, and may not have may not have competitive national funding active at the start date of the proposed IRG allocation)*CHAIR NAME:       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SIGNATURE (E-Signatures are acceptable) DATE  |  |
|  |  |
|  | **This is the** [ ]  **first**, [ ]  **second (final) submission of this proposal** |

 *Face Page*

***Please use these form pages. All italicized text in this package is instructions and should be deleted prior to submission; delete this entire page prior to submission.***

***Specific Application Instructions***

* *Use English, avoid jargon and spell out all abbreviations.*
* *Applicants must use the templates provided.*
* *Font size must be 11 or 12 point black font; use Arial or Times New Roman.*
* *Documents should be single-spaced with all text visible and within the .5 margins (all sides).*
* *The Principal Investigator’s name should be shown in the header of all application pages.*
* *Observe a* ***6 page limit for the section “****Description of Research Proposed”.*
* *No appendix is allowed; do not include any materials other than those specified in the application package.*

**APPLICATION FOR A PILOT PROJECT GRANT**

**AMERICAN CANCER SOCIETY-INSTITUTIONAL RESEARCH GRANT #IRG-19-142-01**

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| BIOGRAPHICAL INFORMATION |
| PI First Name, Last name, Degree(s) |       |  |
|  |       |       |  |
|  | Academic Rank | Institution/University Department |  |
|  |       |  |  |
|  | School |  |  |
| Citizenship Status[ ] U.S. Citizen [ ] Non-U.S. citizen **(permanent resident)**  [ ] Non-U.S. citizen **(temporary resident)\*\*\*** |
| **Year last degree conferred:**       |  | **Year of first independent position:** |       |  |

|  |  |  |
| --- | --- | --- |
|  | **Education** |  |
| Degree/year conferred | Institution/Location | Field of study |
|  |  |  |

|  |  |  |
| --- | --- | --- |
|  | **Training** |  |
| Title | Mentor (If Applicable) | Institution/Location | Dates |
|  |  |  |  |

 \*\*\* Any applicant for IRG pilot project funding who is not a U.S. Citizen must hold a visa that will allow him or her to remain in the U.S. long enough to complete the IRG pilot project. It is the responsibility of the institution to determine the visa status of any non-citizen recipient of IRG funds.

**PI First Name, Last Name:**

**Degrees:**

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| --- |
| **Appointments** |
| **Title** | **Institution/Location** | **Dates** |

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| **Other Research Support****(Sponsor, Project Title, Project Number, PI, Project Dates, Your Effort, Annual Direct Costs, Brief Description of Major Goals)** |

*For the PI and any co-investigators, please list their: (1) current active support; (2) applications and proposals pending review of funding; and (3) applications and proposals planned or being prepared for submission. Include* ***all Federal, non-Federal, and institutional research, training, and other grant, contract, and fellowship support at the applicant organization and elsewhere.*** *If effort is part of a larger project, identify the PI/program director and provide the data for both the parent project and the sub-project. All pharmaceutical research projects are to be included. If none, state "none".*

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| **Publications** |

**PROJECT TITLE:**

**DESCRIPTION OF RESEARCH PROPOSED** (Sections A-H below, **6 pages maximum** – use continuation pages as necessary)

 *Sections A-F of the Research Plan should answer these questions:*

* *What do you intend to do?*
* *Why is the work important?*
* *What has already been done?*
* *How are you going to do the work?*
* *What is the relevance of the work to cancer and future funding plans for this project?*

**A. Abstract**

*Provide a brief summary of the research, including Background, Objective/ Hypothesis, Specific Aim(s), Study Design and Cancer Relevance. Maximum length 250 words.*

**B. Project Narrative**

*Provide a description of your research in laypersons terms; the description should be understandable to the average cancer patient and explain why your project is important. Use only 3-4 sentences for this section.*

**C. Specific Aims**

*List the broad, long-term objectives that this research project is intended to accomplish. Clearly state the hypothesis to be tested. Applicants are encouraged to include milestones for each of the specific aims. Maximum length ½ page.*

**D. Background and Significance**

*Briefly present the background leading to the present research project, critically evaluating existing knowledge, and specifically identifying the gaps that the project is intended to fill.*

**E. Preliminary Data**

*Use this section to provide an account of any relevant preliminary studies to establish the experience of the investigators or support the proposed science****.***

**F. Research Design and & Methods**

*Summarize the study design and experiments that the project will conduct. Make sure to adequately address any statistical concerns.*

**G. Cancer Relevance and Future Plans**

*What is the relevance of the work to cancer and what are your future funding plans for this project?*

**H. Catchment Area Relevance**

*Specifically and briefly address the potential relevance of the work to cancer issues prevalent in Oklahoma.*

**I. Protection of Human Subjects**

*If your project will involve human subjects, you must indicate this on the* ***Proposal Face Page****. If you have designated no exemptions from the regulations, you must succinctly address the following six points:*

*1. Provide a detailed description of the proposed involvement of human subjects. Describe the characteristics of the subject population, including their anticipated number, age, ranges, sex, ethnic background, and health status. Identify the criteria for inclusion or exclusion. Explain the rationale for the involvement of vulnerable populations (e.g. fetuses, pregnant women, children, prisoners, institutionalized individuals, or others).*

*2. Identify the sources of research material obtained from individually identifiable living human subjects in the form of specimens, records, or data. Indicate whether the material or data will be obtained specifically for research purposes or whether use will be made of existing specimens, records, or data.*

*3. Describe plans for the recruitment of subjects and the consent procedures to be followed, including the circumstances under which the consent will be sought and obtained, who will seek it, the nature of the information to be provided to prospective subjects, and the method of documenting consent.*

*4. Describe potential risks -- physical, psychological, social, legal, or other -- and assess their likelihood and seriousness. Where appropriate, describe alternative treatments and procedures that might be advantageous to the subjects.*

*5. Describe the procedures for protecting against or minimizing any potential risks, including risks to confidentiality, and assess their likely effectiveness. Where appropriate, discuss provisions for ensuring necessary medical or professional intervention in the event of adverse effects to the subjects. Also, where appropriate, describe the provisions for monitoring the data collected to ensure the safety of subjects.*

*6. Discuss why the risks to subjects are reasonable in relation to the anticipated benefits to subjects and in relation to the importance of the knowledge that may reasonably be expected to result.*

**J. Women & Minorities**

*Briefly describe how women and minorities will be included in any human subject populations.*

**K. Vertebrate Animals**

*If your project will involve vertebrate animals, you must indicate this on the* ***Proposal Face Page.*** *If using animals succinctly address the following five points.*

*1. Provided a detailed description of the proposed use of the animals. Identify the species, strains, ages, sex, and numbers of animals to be used.*

*2. Justify the use of animals, the choice of species, and the number of animals to be used; the number of animals should be the minimum required.*

*3. Provide information on the veterinary care of the animals involved.*

*4. Describe the procedures for ensuring that discomfort, distress, pain, and injury will be limited to that which is unavoidable in the conduct of scientifically sound research. Describe the use of analgesic, anesthetic, and tranquilizing drugs and/or comfortable restraining devices where appropriate to minimize discomfort, distress, pain and injury.*

*5. Describe any euthanasia method to be used and the reasons for its selection. State whether this method is consistent with the recommendations of the Panel on Euthanasia of the American Veterinary Association. If not, present a justification for not following the recommendations.*

**L. Consultants/Collaborators (if any)**

*Include letters of support if appropriate*

**M. Consultants/Contractual Arrangements (if any)**

*Include letters of support if appropriate*

**N. REFERENCES**

**BUDGET:**

**TOTAL AMOUNT REQUESTED\*:**  **$ PROJECT PERIOD: 3/1/2020-2/28/2021**

***\*Maximum request $50,000 in direct costs for 12 months. No F&A will be supported.***

**BUDGET JUSTIFICATION:**

*Describe the specific functions of the personnel, consultants, and collaborators. Briefly explain and justify all items requested.*

***This section is critical to the evaluation process. Any item not sufficiently justified may be cut from the project budget.***

***Please complete a budget for the entire 12 month period utilizing the PHS 398 Detailed Budget form page 4.*** <http://grants2.nih.gov/grants/funding/phs398/phs398.html>