

PSHCI IRG INSTRUCTIONS

The major objective of the Institutional Research Awards (IRG) is to encourage young Penn State University cancer investigators by providing "seed grants" within the institution. The ACS also wishes to encourage programs in psychosocial and behavioral research, and cancer care in the economically disadvantaged.

The intent of the ACS IRG program is to provide junior investigators with the critical early support that will help them to obtain national peer-review funding. The applicant should make it clear how the project will help them to be competitive for a national peer-reviewed cancer award.

The American Cancer Society's policies and guidelines governing Institutional Research Awards are as follows: Grants will be awarded to young faculty members who are citizens or noncitizen nationals of the U.S. or have been admitted to the U.S. for permanent residence. Investigators must be within <u>6 years</u> of their first independent research or faculty appointment. Support of senior investigators or postdoctoral fellows is not permitted. Investigators currently supported with national research awards are not eligible. However, investigators whose initial grant was not renewed and are still at level of assistant professor and within 6 years of their first appointment may apply.

Awards will be made up to a maximum of \$30,000. Individual allocations can be used for equipment, consumable supplies and limited technical support, please see items below for a complete list of what can and cannot be supported with the IRG funds. (The ACS discourages the use of IRG funds for the support of full time technical help).

Applications must be made using the ACS IRG forms. To obtain a copy of the application and other information, please go to the PSCHI web site:

http://www.pennstatehershev.org/web/cancer/research/internal-funding

Applicants must identify a mentor at the time of the application is submitted and the application will include the mentor's NIH Biographical Sketch and a brief signed letter describing the mentor's supervisory experience and how they will interact with the junior investigator. The mentor should have knowledge of the research area as well as a record in successful mentoring of junior investigators.

As a condition of the accepting an ACS IRG award, the investigator will enroll in the Penn State Hershey College of Medicine Grants Academy. An additional condition of accepting an ACS IRG award is that within nine months of start of the IRG funding, the principal investigator will present a progress report and initial plans for "R01 like" grant at one of the PSHCI four research Programs. In addition, if the initial R01 like application is not successful, the IRG awardee will present to the PSCHI Research Program a second time, detailing the comments from the initial review panel and their plans to address the critique. The Program members will provide additional feedback. The mentor of the IRG awardee should attend these presentations.

The original application and one (1) paper copy of your application and biographical sketch are to be sent to the Penn State Hershey Cancer Institute, **Attention ACS IRG**, Mail Code CH72. Please also send one PDF file of your application and biosketch (use ACS form) to Dr. Thomas O'Leary at toleary@hmc.psu.edu.

The deadline for submission of an applications is October 1, 2013. Investigators are encouraged to contact Dr. O'Leary if they have questions about eligibility, budget or completion of the application. Projects must have all necessary human subject and animal certification prior to receiving funding.



EXPENDITURES ALLOWED

- Research supplies and animal maintenance
- Technical Assistance
- Domestic Travel when necessary to carry out the proposed research program
- Registration fees at related scientific meetings
- Costs of computer time
- Publication costs, including reprints
- Special fees (pathology, photography, etc.)
- Stipends for graduate students and postdoctoral assistants if their role is to promote and sustain the project present by the junior faculty member
- Equipment costing less than \$2000.00. Special
 justification is necessary for items exceeding this
 amount, and permission must be obtained from the
 Society's National office for the purchase of such
 equipment.

EXPENDITURES NOT ALLOWED

- Secretarial/administrative personnel
- Salary of Principal Investigator
- Office equipment and supplies
- Computers and computer supplies
- Tuition
- Foreign Travel
- Purchasing and binding of periodicals and books
- Dues and membership fees in scientific societies
- Honoraria and travel expenses for visiting lecturers
- Recruiting and relocation expenses
- Office and laboratory furniture
- Rental of office of laboratory space
- Per diem charges for hospital beds
- Non-medical or personnel services to patients
- Construction or building maintenance
- Major laboratory or office alterations

Second Year of Support.

Investigators who have received support from the PSHCI ACS IRG program in the previous year are eligible to apply for a second year of funding, but priority will be given to funding new project. Investigators interested in applying for a second year of funding should use the same application form. They should restate each of the specific aims and describe in detail the progress made toward reaching each of the original specific aims. In addition, they should in detail explain why a second year of support is needed and provide a strong budget justification. The investigator should provide the dates when they attended the Penn State Hershey Grants Academy, and a brief statement on how the Academy helped them. Applicants must also include a statement on when they plan to present the results of their project to one of the PSHCI research programs. Finally, the applicant should summarize the interactions he/she has had with their mentor.

All ACS IRG investigators who wish to request a second year of time to complete their project, but are not requesting additional funds, can simply submit to Thomas O'Leary a one-page progress report and explanation for why they will need additional time to complete their project. All projects must be completed within two years.

Review of Applications.

The IRG Committee, comprised of over 20 experienced cancer investigators, will serve as the study section. The IRG Committee will meet in November and funding decisions will be made by early December.

ANSWERS TO FREQUENTLY ASKED QUESTIONS QUESTIONS ABOUT PILOT PROJECT GRANTS

Q: I am an assistant professor, and my initial nationally peer reviewed research grant was not renewed. Can I apply to my institution for an IRG?



A: Yes. Individuals whose initial grant was not renewed and who are still at the level of assistant professor may apply for an individual IRG--provided they are within the first six years of their independent faculty (or equivalent) appointment and have not received funds from the IRG before.

Q: What about personnel grants that are primarily intended for the junior investigator's salary, such as the NIH K series?

A: As long as the applicant meets all other criteria, holders of personnel awards are eligible to receive pilot project money from the IRG.

Q: I have a small grant from the local Division of the American Cancer Society, or a small foundation grant. Am I eligible for an individual IRG award?

A: As long as the grant is not the result of a national peer-reviewed competition and is for support of a different project, you may still apply for an IRG award.

Q: I am an assistant professor with an RO1 award, but want to initiate a project in a totally different area. May I apply for an individual IRG Award?

A: No. The IRG is intended for new investigators without an active (i.e., NIH, NSF, ACS) national competitive research grant, no matter what the topic.

Q: Is an individual eligible for more than one pilot project grant?

A: An individual grantee may receive a second year of funding for the same pilot project only. The award is contingent upon the local IRG committee's review and approval of a progress report. An individual may NOT receive a second grant to initiate a different pilot project.