

YALE Head and Neck SPORE Developmental Research Program Award

Provide support of up to \$50,000 for innovative pilot projects focused on a broad spectrum of research, and/or technology development applicable to human head and neck cancer risk, prevention, diagnosis, prognosis, or treatment.

Award Amounts: Up to \$50,000 for one year commencing July 1, 2024. Awardees may be eligible for a second year of funding contingent on progress during year one.

Purpose: To provide seed money to investigators to support studies with a strong translational component that have the potential to evolve into, or be incorporated into, a full Yale Head and Neck SPORE (YHN-SPORE) project, or other new NIH grant application. Projects of more limited scope (e.g., for smaller amounts and/or for shorter periods of time) will be at no competitive disadvantage in the review process. Multi-disciplinary collaborations and projects with the highest translational research potential will be prioritized.

Eligibility: Open to investigators who hold a faculty appointment at a YHN-SPORE affiliated academic institution (Yale University, University of North Carolina, Fox Chase Cancer Center and Temple University) who can be described by one of the following categories:

- 1) established investigators in head and neck cancer who wish to test an innovative, translationally-relevant idea not currently funded;
- 2) junior investigators holding a faculty appointment proposing innovative research in the arena of translational head and neck cancer who require preliminary data to apply for an R01 or equivalent research support;
- 3) independent investigators with a previous and/or current R01 or equivalent funding whose research to date has *not* been specifically directed at head and neck cancer, or even at cancer more generally, but who are interested in developing the applicability of their particular expertise to head and neck cancer.

Women and minority investigators are strongly encouraged to apply.

Requirements: If a grant is awarded, the P.I. and all co-investigators must agree to abide by the attached Grant Guidelines (page 4) and to participate in the YHN-SPORE DRP/CEP symposium to be held at Yale in June 2025.

Application Timeline:

Letters of Intent (optional) are due: **Friday March 22, 2024**

Full applications are due: **Friday May 24, 2024**

LOIs and Applications should be submitted at
https://yalesurvey.ca1.qualtrics.com/jfe/form/SV_8uWKnyKBgewUpVA

Please contact Anna Arnal Estapé (anna.arnal@yale.edu) with any questions.

Incomplete applications or those received after the deadline will not be considered.

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Review Criteria and Process

These awards are intended to support innovative pilot projects with a significant translational research component focused on a broad spectrum of areas applicable to human head and neck cancer. Data or evidence of collaboration generated from these pilot projects should be used for new, peer-reviewed grant applications or to be considered for evolution or incorporation into a full YHN-SPORE project. The major review criteria for this award are translational potential, scientific excellence, and the likelihood that the proposed program will result in submission of a larger grant application, such as a R01, or on the potential for incorporation into the YHN-SPORE as a full project at the conclusion of the DRP award funding period. Proposed projects should meet the NCI's definition of translational research as follows: **translational research uses knowledge of human biology to develop and test the feasibility of cancer-relevant interventions in humans and/or determines the biological basis for observations made in individuals with cancer or in populations at risk for cancer.** Applications will be subjected to a study section-style review by the executive committee of the YHN-SPORE and the YHN-SPORE advisory boards.

Types of Expenditure Allowed

- Salary support for investigators, lab personnel (No more than 25% effort (salary and fringe) for the principal investigator. No restriction for the other personnel working on this project)
- Contracted services
- Laboratory supplies and expenses, including animal costs and patient-related lab-tests
- Costs associated with use of YHN-SPORE Biospecimen Core and/or Biostatistics/Bioinformatics Core
- Publication costs

Types of Expenditures NOT Allowed

- Secretarial/administrative personnel
- Office equipment and supplies; Office and laboratory furniture
- Tuition
- Registration fees for scientific meetings
- Purchasing or binding of periodicals and books
- Dues and membership fees in scientific societies
- Purchasing equipment
- Travel expenses

APPLICATIONS FOR THIS GRANT DO NOT NEED TO BE SENT TO
THE OFFICE OF SPONSORED PROJECTS

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LOI (optional) are to include:

1. A one-page letter of intent: listing the co-investigators (if applicable) and a concise description of the rationale, specific aims, research strategy, impact of the proposed study, and usage of SPORE Cores (Biostatistics and Bioinformatics, and Biospecimen).

Applicants who submit an LOI will receive feedback.

Full Applications are to include:

1. A face page including the name and title of the P.I., institution, department, contact information, and title of the application. In addition, list all co-investigators (if applicable), their titles and departments.
2. A one-half page technical abstract of the proposed research (500 words maximum).
3. An NIH-style narrative description of the project (6-page limit for Specific Aims, Rationale, Preliminary Results, and Research Strategy).
4. A detailed budget and budget justification for proposed work (attached, page 5). This page must be signed by the P.I.'s business office.
5. NIH-style biosketch of P.I. and all other co-investigators
6. Other Support page for the P.I., including all active and pending support, and calendar months.
7. Human Subject protocols information (if applicable). Provide protocol number, approval date, approval period, and title. Protocols need not be approved prior to submission, but funding may not be made available until they are.
8. Vertebrate Animal protocols information (if applicable). Provide protocol number, approval date, approval period, and title. Protocols need not be approved prior to submission, but funding may not be made available until they are.
9. Identification of any proposed or potential collaborative associations with YHN-SPORE investigators, including anticipated utilization of YHN-SPORE Core Resources.
10. Identification of any links of participating investigators to commercial entities; if such associations exist, the individuals involved must provide written assurance that these interactions will uphold the principles of academic freedom, including their ability (and the ability of those associated with this work) to freely collaborate, including unrestricted exchange of research materials, and also that they will adhere to the intellectual property rights of the YHN-SPORE under NIH funding agreements and Bayh-Dole Act requirements.

Application should be assembled into one pdf with items in the order listed above. NIH format restrictions apply (Arial 11 font; margins one-half inch all around). References are not included in the page limit. Supplementary appendix material will not be accepted.

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Grant Guidelines

In order to responsibly manage funds, we have instituted the following guidelines regarding our grant programs. **Acceptance of an award indicates agreement to abide by these guidelines.** Failure to abide by these guidelines will jeopardize eligibility for future grants.

- 1. All publications resulting from research supported by this grant should contain an acknowledgement such as, “This research was supported in part by a Developmental Research Program Grant from the Yale Head and Neck SPORE, P50 DE030707.”**
2. Written progress reports are required and must be provided by the specified deadline(s). Grantees will be notified of the progress report deadline with notice of award. In addition, all awardees are required to participate in YHN-SPORE DRP/CEP Symposium to be held at Yale in in June 2025.
3. In addition to submission of progress reports, any publications or grants resulting from the award must be reported to the YHN-SPORE administration within 30 days.
4. It is expected that the funds will be expended in full during the one-year duration of the grant. Spending will be monitored; carry forward of unspent funds may be permitted after review of any justification for the delay.
5. No cost extensions are not encouraged; however, a single extension of up to 1 year without additional funds will be considered on a case-by-case basis upon written request with justification from the P.I. All such requests must be received no less than 30 days before the original end date of the grant.
6. All grant recipients must respond promptly to requests for information about their grant from the YHN-SPORE scientific leadership and administrative staff.
7. During the funding period, recipients may be asked to participate in a progress update meeting to describe their research and are expected to accommodate these requests.
8. A second year of funding may be available to projects with significant progress, but for which additional work is required to proceed to full project status or a competitive grant application.

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COMPOSITE BUDGET FOR INITIAL BUDGET PERIOD DIRECT COSTS ONLY	FROM 07/01/2024	THROUGH 06/30/2025
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List PERSONNEL (*Applicant organization only*)
 Use Cal, Acad, or Summer to Enter Months Devoted to Project
 Enter Dollar Amounts Requested (*omit cents*) for Salary Requested and Fringe Benefits

NAME	ROLE ON PROJECT	Cal. Mnths	Acad. Mnths	Summer Mnths	INST.BASE SALARY	SALARY REQUESTED	FRINGE BENEFITS	TOTAL
	PD/PI							

SUBTOTALS →

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CONSULTANT COSTS	
EQUIPMENT (<i>Itemize</i>)	
SUPPLIES (<i>Itemize by category</i>)	
OTHER EXPENSES (<i>Itemize by category</i>)	

SUBTOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD	\$
TOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD	\$

Print & Sign, Dept. Business Manager: _____