Weill Cornell Medicine
Clinical & Translational Science Center

Clinical & Translational Science Center

A Weill Cornell Medical College Multi-Institutional Consortium with:

Weill Cornell Graduate School of Medical Sciences / New York Presbyterian Hospital / Cornell University, Ithaca / Cornell University Cooperative Extension, New York City / Memorial Sloan-Kettering Cancer Center / Hospital for Special Surgery / Hunter College of the City University of New York / Hunter-Bellevue School of Nursing / Hunter School of Urban Public Health / Hunter Center for Translational and Basic Research / Animal Medical Center and Cornell College of Veterinary Medicine

1300 York Ave, Box 149, New York, NY 10065 • Tel: 646-962-8302 • Fax: 646-962-0534 • www.med.cornell.edu/ctsc

CTSC KL2 CAREER DEVELOPMENT AWARD

Request for Applications

DUE BY 5PM ON WEDNESDAY, JANUARY 29, 2020

Funding Period: Up to 2 years
Up to $80,000 per year salary
Plus up to $8,000 per year for research related expenses

Year 1 Funding Period: July 1, 2020 – June 30, 2021

CLICK TO INITIATE APPLICATION

View Eligibility Requirements and Application Instructions

The goal of the CTSC KL2 Career Development Award is to increase the pool of qualified clinical and translational (C/T) researchers trained to address the challenges of today's complex clinical care environment by providing rigorous training and mentoring to conduct translational team research across disciplines and institutions.

KL2 projects must have a translational or clinical research focus; *basic research proposals will not be funded*. Pre-clinical studies should have *near-term potential to translate into patient-oriented research*. Research priority areas include precision medicine, drug discovery, targeted therapeutics, biomarker or device development, and novel technologies; health needs of LGBTI and underserved populations and/or health outcomes in the community; pediatric and women's health studies; life course studies of disease; and studies incorporating biostatistical methodologies and design.

KL2 Scholars pursue research training at 75% time and effort (50% minimum for surgeons). Appointments are normally made for 12 months (no less than 9 months), up to 2 years, based on positive bi-annual evaluation of scholarly progress Scholars receive:

- Salary support at the NIH approved level
- Funding for supplies and research support
- Funding for travel to present at national conferences and symposia
- Access to support services that facilitate conducting C/T research
- Multi-level mentoring
- Clinical and translational research support
- Professional skills and career development training

INVESTIGATORS FROM ALL DISCIPLINES –PRE-CLINICAL, CLINICAL AND TRANSLATIONAL—ARE WELCOME TO APPLY. INDIVIDUALS FROM UNDERREPRESENTED GROUPS, DISADVANTAGED BACKGROUNDS AND/OR WITH DISABILITIES ARE STRONGLY ENCOURAGED TO APPLY.

Questions? See CTSC FAQs, or email CTSC-education@med.cornell.edu

EDUCATIONAL AND PROGRAM REQUIREMENTS

Professional Degrees	***PhDs***
KL2 awardees that hold a professional degree (MD, DOs, DMD, DNP, DVM, or DPT) are required to complete the Advanced Certificate (if funded for 1 year) or the Master's in C/T Investigation program (if funded for 2 years).	KL2 Awardees that are enrolled in, or currently hold doctoral-level research degrees (PhD) are required to complete a total of 10 credits during their appointment. K scholars are encouraged to enroll in the Advanced Certificate and/or Master's Degree in C/T Investigation.

Upon completion of the KL2 program, the following are required:

- Completion, within the last four years, of human subjects protection training such as the Responsible Conduct of Research course
- A first author scientific article submitted to a high-quality scientific journal
- A clinical & translational grant proposal submitted to a federal (e.g. K award, RO1, R21, other NIH award) or other funding agency requiring peer-review with the trainee named as Principal Investigator.
- Abstract submission and presentation of CTSC KL2 research at the annual Translational Science National Conference
- Presentation of CTSC KL2 research at a local, national or international scientific conference
- Presentation of CTSC KL2 research at a Research-in-Progress networking lunch

Questions? See CTSC FAQs, or email CTSC-education@med.cornell.edu

Weill Cornell Medicine
Clinical & Translational Science Center

Clinical & Translational Science Center

A Weill Cornell Medical College Multi-Institutional Consortium with:

Weill Cornell Graduate School of Medical Scinces / New York Presbyterian Hospital / Cornell University, Ithaca / Cornell University Cooperative Extension, New York City / Memorial Sloan-Kettering Cancer Center / Hospital for Special Surgery / Hunter College of the City University of New York / Hunter-Bellevue School of Nursing / Hunter School of Urban Public Health / Hunter Center for Translational and Basic Research / Animal Medical Center and Cornell College of Veterinary Medicine

1300 York Ave, Box 149, New York, NY 10065 • Tel: 646-962-8302 • Fax: 646-962-0534 • www.med.cornell.edu/ctsc

CTSC KL2 CAREER DEVELOPMENT AWARD

APPLICATION INSTRUCTIONS

Applications must comply with submission requirements

Documents or information that are missing or incomplete will disqualify application for review

Application Instructions and Checklist	
To access your application login to WebCAMP. Click on **Protocol Authoring and Review**. Under the **Abbreviated Titl**e column click on **Your KL2 Research Project Title** to access your application. Links to required application sections (Trainee Application Form, Biosketch and Supporting Documents) are in the upper left hand side of the application page.	
A. Trainee Application Form	**Completed**
1. Click on your current citizenship status to proceed.	☐
a. Personal and demographic information - A valid employer issued/institutional email is required.	☐
b. If you are not selected for the KL2 Award and **wish to be considered for any of the CTSC Education Programs please select** from the list of programs proposed (please note, a letter of support from your department chair/division chief is required)**.**	☐
c. Is this a re-submission? Answer 'yes' if the current application is a re-submission of a prior application that was not selected for funding/admissions. Resubmissions must outline/highlight changes from previous submission. No more than 2 resubmissions are allowed.	☐
d. Project Summary – Briefly describe (250 word or less) your project written in plain language so even a non-scientist can understand the importance of the project. Include the project's broad, long-term objectives, specific aims, research design, methods, significance, and innovation.	☐
e. Multidisciplinary Integration – Briefly describe (250 words or less) how a multidisciplinary approach is integrated into this proposal. A multidisciplinary approach is one that brings experts from biomedical or physical sciences with non-biological disciplines including biostatistics.	☐
f. Mentors - Click on **[add]**, fill in required information. Two mentors are required, but list no more than 3 mentors. A Primary Mentor must be designated, each mentors' role must be listed. All mentors must have **active** or **recent** (federal or foundation) **funding**. Mentors cannot be listed on more than 2 active CTSC applications or current awards (including CTSC Seed Awards). Of the two mentors: • One must be designated to serve as a **Clinical research mentor** and one a **Basic Science or Public Health mentor** • At least 2 mentors, *including the primary mentor*, must be from different Weill Cornell **CTSC partner institutions** and from **different disciplines**. NIH definition of different disciplines will have priority (areas outside biology, e.g., computer science, imaging, chemistry, mathematics, informatics, engineering, behavioral science, health services/ outcomes research, and biostatistics). A mentor's institution will be determined by their primary appointment.	
B. Biosketches	**Completed**
1. Upload individual PDF files for the applicant and mentors; note the new NIH Biosketch format is required for all key personnel.	☐

C. Supporting Documents – Please Upload Attachments as individual PDF files.	Completed
1. **Research Proposal:** Projects must have translational or clinical research focus. Pre-clinical studies should have near-term potential to translate into patient-oriented research. Clinical Trials (phases I or II) are permitted. Emphasis is placed on drug discovery, targeted therapeutics, biomarker, device development, novel technologies; LGBTI and underserved populations health needs, research directly impacting health outcomes in the community; pediatrics, women's health studies; life course studies of diseases; and studies incorporating biostatistical methodologies and design. **Basic research proposals will not be funded.** **5 single-spaced** pages (at least ½ inch margins, no smaller than 11pt Arial font) to include: • Hypothesis and specific aims • Scientific background for the study, citing appropriate references of work • Significance of the research (relating specific aims to future studies to be generated) and importance of funding to feasibility of the project • Research Plan (research team to be involved, experimental design, methods, statistics, timeline, innovation, human subjects and animal issues, if applicable) • References and supporting tables, figures, 2-3 additional pages • First Name, Last Name in the upper left hand corner on all pages	☐
2. **Career Statement** (1 page or less) – Discuss short and long-term goals, how this award would impact your career & professional development. Include your First Name, Last Name in the upper left hand corner.	☐
3. Letters - Must be addressed to the KL2 Admissions Committee, on departmental letterhead, signed. Please send via email from the department to ctsc-education@med.cornell.edu with candidate's name in the subject header. **a. Department Chair/Division Chief Letter:** Please state that the applicant will be guaranteed at least 75% protected time and effort; the department understands that the sources of support for the 75% KL2 effort include the CTSC KL2 grant for amounts up to $80,000 per year (plus fringe benefits); the department of the KL2 scholar is responsible for any remaining salary gap, and the remaining 25% of the scholar's salary.	☐
b. **Mentors Letters**: Required from all mentors and the designated primary mentor's letter must include a **mentoring plan** (click link for instructions).	☐
4. Proof of Legal Status: Provide verification for legal status: • **US Citizen:** US Passport, Birth Certificate, Certificate of Citizenship, or Naturalization Certificate • **Non-Citizen National**: a notary's signed statement certifying legal verification of such status • **Lawfully Admitted Permanent Resident**: a notary's signed statement certifying legal verification of such status and scanned copy of Permanent Resident Card (USCIS Form I-551)	☐
5. Transcripts and Test Scores – Upload digital copies of test scores and transcripts with the application submission. Upon award acceptance, official documents will be submitted. Test scores include: MCAT, GRE and TOEFL. Transcripts from Undergraduate, graduate and/or medical school.	☐

D. How to Submit Your Application
1. Return to the **Application Status Page** (link in the upper left hand side of the page), click on the blue **Submit Application** button. **2.** If you do not see the **Submit Application**, please click the **Run Detailed Completeness Check** link to display items missing, incomplete,and repeat step 1.

REVIEW CRITERIA

Upon submission to the online application module ePAR, your application will undergo review based on several Application Review Criteria.

APPLICATION PROCESS & TIMELINE

Applications are due by 5pm on Wednesday, January 29, 2020. Candidates will be notified by May 2020 of their applications final disposition. At that time, if selected for funding, the applicant will complete additional required regulatory and compliance documents within 30 days. Funding is contingent on submission of this information and failure to do so will result in disqualification. Upon submission of this additional information, the CTSC will prepare an award agreement. Once the award agreement is signed by the appropriate institutional business official(s), WCMC Grants and Contracts will review and sign the agreement and notify the CTSC that funding can be released.

BUDGET NOTES

- A budget is not due at the time of application
- KL2 Scholars cannot receive salary support from any other federal grant
- Items not allowed: 1) Capital or depreciable equipment, 2) Furniture, 3) Office supplies, 4) Membership fees or dues to organizations, 5) General software
- Only supplies of consumable nature that are directly related to the project are allowed
- Funding requests for travel and/or other supplies must be directly related to the project and clearly outlined in the budget justification. Foreign travel to conduct research is not allowed
- Each year of funding is contingent on satisfactory participation in the CTSC KL2 activities, progress toward the scholar's individual career goals, and continued support from the Scholar's mentors and department.
- This is an institutional career development award granted to the CTSC at Weill Cornell Medicine, and it is non-transferable; scholars who leave the CTSC Consortium will not be able to continue receiving KL2 funding from the Weill Cornell CTSC.

For a fast start on spending your award funds:

No expenditures related to human subjects or animals will be permitted until the CTSC is provided with a copy of the official IRB/IACUC letter of approval. Investigators are **strongly encouraged to submit IRB and/or IACUC protocols early** in order to avoid significant delays in project initiation. Applicants must also be current on institutional compliance regulations.

Questions? See CTEP FAQs, or email CTSC-education@med.cornell.edu

Weill Cornell Medicine
Clinical & Translational Science Center

Clinical & Translational Science Center

A Weill Cornell Medical College Multi-Institutional Consortium with:

Weill Cornell Graduate School of Medical Scinces / New York Presbyterian Hospital / Cornell University, Ithaca / Cornell University Cooperative Extension, New York City / Memorial Sloan-Kettering Cancer Center / Hospital for Special Surgery / Hunter College of the City University of New York / Hunter-Bellevue School of Nursing / Hunter School of Urban Public Health / Hunter Center for Translational and Basic Research / Animal Medical Center and Cornell College of Veterinary Medicine

1300 York Ave, Box 149, New York, NY 10065 • Tel: 646-962-8302 • Fax: 646-962-0534 • www.med.cornell.edu/ctsc

CTSC KL2 CAREER DEVELOPMENT AWARD

ELIGIBILITY REQUIREMENTS

Program Eligibility - All Candidates
Must be **US Citizens**, **Non-Citizen Nationals**, or **Permanent Residents** (Proof of residency status is required)
Must have the ability to commit at the minimum 9 person months, equivalent to **75%** full-time **effort** (50% minimum for surgeons) directly to their KL2 research and career development activities..
Must have a **primary appointment** with a **Weill Cornell CTSC partner institution**
No candidate may apply or hold concurrently a CTSC Seed Funding Award
No KL2 Scholar may be named PI on more than one active CTSC application
If awarded the KL2, salary supplementation must be from non-Federal source. . See NIH Notice for details.
Individuals who were or currently are a Principal Investigator on an NIH grant (e.g., R Grants, DP2, K Grants, etc.) are not eligible
Must have received a **PhD, MD, DDS, DVM, DO, DNSc, DNR, DNP** or comparable doctoral-level degree
Junior faculty, Senior Fellows, and Residents and fellows in the Internal Medicine research pathway
No more than 2 resubmissions permitted.

Questions? See CTEP FAQs, or email CTSC-education@med.cornell.edu

Weill Cornell Medicine
Clinical & Translational Science Center

Clinical & Translational Science Center

A Weill Cornell Medical College Multi-Institutional Consortium with:

- Weill Cornell Graduate School of Medical Scinces / New York Presbyterian Hospital / Cornell University, Ithaca / Cornell University Cooperative Extension, New York City / Memorial Sloan-Kettering Cancer Center / Hospital for Special Surgery / Hunter College of the City University of New York / Hunter-Bellevue School of Nursing / Hunter School of Urban Public Health / Hunter Center for Translational and Basic Research / Animal Medical Center and Cornell College of Veterinary Medicine

1300 York Ave, Box 149, New York, NY 10065 • Tel: 646-962-8302 • Fax: 646-962-0534 • www.med.cornell.edu/ctsc

MENTORING PLAN INSTRUCTIONS:

(Each mentor's letter not to exceed 3 pages)

Please provide a detailed mentoring plan for the Candidate that describes the approaches to be used such as frequency of one-on-one and group meeting; oral scientific presentations; instruction on how to critically evaluate the literature and experimental design; training in scientific writing (e.g., grant proposal preparation, manuscripts, and abstracts); designing experiments, etc. Plans to enhance the candidate's research capabilities should include:

1. Specific skills to be acquired during the mentoring experience
2. Milestones that will be reached during the mentoring experience (e.g., acquisition of preliminary data, new research skills, presentation of research findings at local/national meetings, and publications)
3. Describe how the Candidate will be supported and guaranteed protected time, including how they will ensure that the project will be done in a timely manner
4. Opportunities to interact with research team; The role of other investigators who will contribute to the research mentoring should be described in the application
5. The mentoring plan must include guidance in the ethical conduct of research (including training in animal and human subjects' protection, if applicable)
6. A plan to acquire presentation and publication skills, and participation in poster or oral presentations in at least one scientific meeting during the award period
7. A plan on how opportunities will be provided for the Candidate to participate in writing and publishing scientific papers
8. Describe any planned outside laboratory experiences or collaborations for the Candidate
9. How this experience will help the candidate move toward achieving her/his stated career goals
10. Mentors and candidate must provide a projected time line delineating specific research milestones and other activities that will be undertaken in an attempt to secure independent research funding (i.e., anticipated publications, training in grantsmanship, timeframe for grant submissions and type of independent research support the candidate seeks)
11. Mentors should provide evidence of mentoring experience and success. Please provide a list containing: (1) Current Trainees, (2) Past Trainees (≤ 10 years). For each of the individuals listed, please provide their current positions and name of institution, outcomes of the prior trainees. Describe how these prior mentoring experiences influenced the development/mentorship plan proposed for the current candidate

Weill Cornell Medicine
Clinical & Translational Science Center

Clinical & Translational Science Center
A Weill Cornell Medical College Multi-Institutional Consortium with:
Weill Cornell Graduate School of Medical Scinces / New York Presbyterian Hospital / Cornell University, Ithaca / Cornell University Cooperative Extension, New York City / Memorial Sloan-Kettering Cancer Center / Hospital for Special Surgery / Hunter College of the City University of New York / Hunter-Bellevue School of Nursing / Hunter School of Urban Public Health / Hunter Center for Translational and Basic Research / Animal Medical Center and Cornell College of Veterinary Medicine

1300 York Ave, Box 149, New York, NY 10065 • Tel: 646-962-8302 • Fax: 646-962-0534 • www.med.cornell.edu/ctsc

CTSC KL2 CAREER DEVELOPMENT AWARD
APPLICATION REVIEW CRITERIA

Similar to the NIH process, each proposal is carefully reviewed by at least two independent evaluators for scientific merit based on translational focus and significance. The following criteria are taken into consideration:

- ✓ **Overall Impact Score -** Reviewers should provide their assessment of the likelihood that the proposed career development and research plan will enhance the candidate's potential for a productive, independent scientific research career in a health-related field, taking into consideration the criteria below in determining the overall impact score.

- ✓ **Candidate:** Does the candidate have the potential to develop as an independent and productive researcher? Are the candidate's prior training and research experience appropriate for this award? Is the candidate's academic, clinical (if relevant), and research record of high quality? Is there evidence of the candidate's commitment to meeting the program objectives to become an independent investigator in research? Do the letters of reference address the above review criteria, and do they provide evidence that the candidate has a high potential for becoming an independent investigator?

- ✓ **Career Dev Plan/Career Goals & Objectives -** What is the likelihood that the plan will contribute substantially to the scientific development of the candidate and lead to scientific independence? Are the candidate's prior training and research experience appropriate for this award?

- ✓ **Research Proposal -** Is there a strong scientific premise for the project? Are the proposed research question, design, and methodology of significant scientific and technical merit? Has the candidate presented strategies to ensure a robust and unbiased **approach**, as appropriate for the work proposed? Is the research plan of high quality, and does it have potential for advancing the field of study, **innovation**? Is the scientific and technical merit of the proposed research plan of **significance**? Will the proposed research lead to an independent line of research for the candidate?

- ✓ **Mentors and Mentoring Plan** - At least 2 mentors are required. Primary and Secondary mentors must be from CTSC partner institutions. Additional mentors may be from any institution. Are the qualifications of the mentor(s) in the area of the proposed research appropriate? Does the mentor(s) adequately address the candidate's potential and his/her strengths and areas needing improvement? Is there adequate description of the mentor's proposed role in providing guidance and advice to the candidate? Is there evidence of the mentors' previous experience? Is there evidence of the mentors' current research productivity and peer-reviewed support? Is there evidence of the mentors' active/pending research funding? Do the letters from mentors document their willingness to participate in the award program? Is the proposed Mentoring plan likely to contribute substantially to the scientific and professional development of the candidate, and facilitate his/her successful transition to independence? (see Instructions for Mentoring Plan)

- ✓ **Environment & Departmental Commitment:** Is there a strong statement of commitment by the department to the levels of effort required to devote directly to the research and career development activities described in the application? Is the departmental commitment to the career development of the candidate appropriately strong? Is the environment for scientific and professional development of the candidate of high quality? Is there assurance that the department intends the candidate to be an integral part of its research program as an independent investigator?

The following areas receive additional priorities for their special relevance to the CTSC mission:

- **Translational and Clinical Research Focus** – Projects aimed at improving research methods and/or incubating novel technologies to accelerate multidisciplinary clinical and translational research.
- **Pre-clinical studies** should have near-term potential to translate into patient- oriented research, clinical trials (phases I or II) are permitted.
- **Emphasis is placed on:**
  - Drug discovery, targeted therapeutics, biomarker or device development and novel technologies.
  - **Comparative effectiveness and health disparities research** - Projects focusing on health needs of LGBTI and underserved populations and/or directly impacting health outcomes in the community.
  - **Pediatric and Women's Health Studies**
  - **Life course studies of disease**
  - Studies incorporating **Biostatistical Methodology and Design**

Questions? See CTSC FAQs, or email CTSC-Education@med.cornell.edu