



## NEUROENDOCRINE TUMOR (NET) SPECIALIZED PROGRAM OF RESEARCH EXCELLENCE (SPORE)

### *2019 DEVELOPMENTAL RESEARCH FUNDING OPPORTUNITY*

University of Iowa

**Letter of Concept Deadline:** Friday, May 31, 2019  
**Invited Full Proposal Deadline:** Thursday, August 1, 2019  
**Anticipated Project Start Date:** September 1, 2019

To: Investigators interested in translational research in neuroendocrine cancers  
From: Sue O'Dorisio MD, PhD, NET SPORE Principal Investigator  
Douglas Spitz, PhD, Director, SPORE Developmental Research Program

#### Overview

The University of Iowa Neuroendocrine Tumors Specialized Program of Research Excellence (NET SPORE) is a center grant funded through the National Cancer Institute. The mission of the NET SPORE Developmental Research Program is to encourage innovative laboratory and clinical studies in neuroendocrine tumor research, and to provide funds to support previously untested hypotheses or other innovative research objectives that address problems in neuroendocrine cancer. The project duration is one year, September 1, 2019-August 31, 2020.

#### Eligibility

Investigators planning to conduct their research in universities, hospitals, research institutions, and federal agencies are eligible to apply. Applicants must hold either a PhD or MD degree or equivalent. Applicants may be of any rank including resident, fellow, associate, assistant professor, associate professor, or professor. Applicants do not need to hold a position at the University of Iowa but do need to collaborate with faculty at the University of Iowa and utilize at least one of the SPORE cores (Administration, Biospecimens, Bioinformatics/Biostatistics, Clinical Trials).

#### Amount of Awards

One or two recipients will receive a **maximum award of up to \$50,000 per year** in direct costs provided through the Iowa SPORE grant and (for University of Iowa applicants) matching institutional funds. Applicants outside of the University of Iowa note that the \$50,000 includes your institution's F&A. NIH funds must be spent by August 31, 2020. **NOTE: Award is contingent on NIH funding.**

#### Additional Information

For additional information, please visit [Cancer Research Funding Opportunities](#) or contact Karla Stout, 319-353-8634, [karla-stout@uiowa.edu](mailto:karla-stout@uiowa.edu) or the Developmental Research Project Director: Dr. Douglas Spitz [douglas-spitz@uiowa.edu](mailto:douglas-spitz@uiowa.edu) or Dr. Sue O'Dorisio [sue-odorisio@uiowa.edu](mailto:sue-odorisio@uiowa.edu).

## **University of Iowa Neuroendocrine Tumor (NET) SPORE**

# ***DEVELOPMENTAL RESEARCH APPLICATION***

## **Instructions**

### **Submit all Materials electronically to:**

Karla Stout, Research "Support Specialist" [karla-stout@uiowa.edu](mailto:karla-stout@uiowa.edu).

Members of the Neuroendocrine Tumor (NET) SPORE: Sue O'Dorisio MD, PhD, Principal Investigator and Douglas Spitz, PhD, Director, NET SPORE Developmental Research Program, are available to provide advice to applicants developing proposals. **Applicants are encouraged to talk to one of these senior investigators prior to submission of the Letter-of-Concept (LOC).**

### **Step 1 – Letter-of-Concept (LOC): Deadline 5:00 P.M. May 31, 2019**

Submit a 1-2 page LOC describing the proposed research. The LOC must include a clearly stated Hypothesis, clear idea of how the project will translate in the given time frame into a submitted NIH proposal, and any evidence supporting feasibility (from research or literature). Include specific aims, a statement outlining the potential of the research to improve the detection, diagnosis or treatment of neuroendocrine tumors, evidence of the high impact the research will have in the field, a few key references, and the expertise of investigators. Letters-of-Concept will be reviewed by the Developmental Research Program Committee of the UI Neuroendocrine Tumor SPORE with selected investigators invited to submit full proposals.

The letter-of-concept should include the following information:

- Overview of the proposed project
- Biosketch of PI and expertise of other investigators
- Relevance of the project to Neuroendocrine Tumor research
- Statement of how the proposed project will lead to a full research project with funding potential

### **Step 2 – Invited Full Application: Deadline 5:00 P.M. August 1, 2019**

#### **ELECTRONICALLY SUBMIT ALL SECTIONS IN ONE PDF (NO HARD COPY)**

A full application will be requested from individuals with meritorious letters of concept that meet the P50 Neuroendocrine Tumor program goals. The narrative of the research plan will be limited to eight pages and should follow the NIH guidelines found in PHS 398 for R01 submissions. The application should consist of the cover sheet (Page AA, PHS 398) and consecutively numbered continuous pages.

The application should include the following:

1. Cover page (Use [PHS 398](#) FACE page) – These applications **do not** need to be routed through the Division of Sponsored Programs Office at the University of Iowa. Outside applicants, please follow your own institution's guidelines.
  - a. Name of Applicant, Degree(s), Current Academic Position, Department, Address, Telephone Number and email Address
  - b. Name of Mentor, Title and Department (if applicable)
2. Title and description (abstract).
3. Budget Page with justification. Budget must be submitted on [NIH Budget Format Page](#) outlining expenditures for the project (supplies, technical assistance, and other expenses). **Please note:** funds may not be used for travel, equipment or mentor salaries. All budgetary requests must be justified.

4. NIH [biosketch](#) of PI and Co-PIs and bibliography with five of the most relevant publications of the Applicant (NIH format).
5. Current funding including source, amount, and percent of effort.
6. For residents or fellows who apply:
  - (a) [NIH biosketch](#) and bibliography of the mentor are required.
  - (b) A letter from the Mentor evaluating the applicant's qualifications for the proposed research project, and indicating the applicant's potential in neuroendocrine tumor research.
  - (c) A letter from the resident or fellow indicating their commitment to 100% research effort for the duration of the research award.
7. Research Proposal: The research narrative is limited to eight single-spaced pages using Arial font and a minimum font size of 11-pitch, following the general instructions for R01 grants appearing in the [PHS 398](#) NIH guidelines.
8. Human Studies (Per [PHS 398](#), including discussion of inclusion of minorities).
9. Animal Studies (Per [PHS 398](#)).
9. Attachment I. (Approvals not necessary unless proposal is selected for funding).

## **ADDITIONAL INFORMATION**

### **HUMAN SUBJECTS AND ANIMAL STUDIES**

Applications must meet all NIH requirements for human and/or animal studies. Documentation of protocol approval by the appropriate institutional committee will be required. Copies of all assurances and certifications must be provided to Iowa Administration before funds can be allocated.

### **CORE RESOURCES ACCESS**

Access to NET SPORE Core resources at the University of Iowa (Administrative, Biospecimens, Clinical Trials, and Biostatistics and Bioinformatics) may also be available if justified in the application.

### **REQUIREMENT OF AWARD**

Developmental Research Award recipients will be asked to present their research project at the monthly NET SPORE conference held in the Holden Cancer Center (or via videoconference for outside PIs) and will be required to submit an annual progress report and brief updates as needed. Reports should include project accomplishments, publications and presentations, current budgetary expenditures, research impediments and future plans. Additionally, final reports are due within 60 days of completion of the award.

### **EVALUATION AND SELECTION**

The Developmental Research Committee, which is composed of investigators from the University of Iowa and NET SPORE External Advisors panel, will review all developmental research applications. Applications will be rated on the basis of scientific merit, originality, and for relevance to the objectives of the NET SPORE program. Proposals will be given priority scores for each category and ranked with other submissions. A letter notifying the applicants of the funding decision will be sent subsequent to the deliberations. It is expected that the NET SPORE will fund a total of two developmental research projects.

## **TERM OF AWARDS**

The term of the award is for one year with the potential of renewal for an additional year. A second year of support is available, depending on availability of funds, based on competitive review for prior applicants who still qualify and have made significant progress toward the research goals during their initial year of funding. The funds are intended to provide initial support for the development of innovative new hypotheses with the long-term goal of securing support from other funding agencies.

## **FINANCIAL RECORDS**

A separate account must be maintained for each funded grant, and this account must be available for audit by program officials at the University of Iowa and the National Cancer Institute. Reports of expenditures and the return of any unexpended balance must be submitted to the NET SPORE at the end of each year. NIH Funds must be spent by 8/31/18. No extensions will be given.

## **PATENTS**

No patent application for work done under a grant from the Specialized Program of Research Excellence at University of Iowa shall be filed by the grantee institution or by the investigator, without prior written approval of the National Cancer Institute and the applicant's institution.

## **PUBLICATIONS**

Publications (including abstracts or presentations at scientific meetings) resulting from projects supported by the NET SPORE must carry the acknowledgement: "Supported in part by Public Health Service grant number P50 CA174521 from the University of Iowa Neuroendocrine Tumor Specialized Program of Research Excellence and the National Cancer Institute." Two reprints of all publications must be submitted to the NET SPORE with the progress report. Since the NET SPORE is an NIH grant, all peer-reviewed manuscripts resulting from this support must comply with the NIH Public Access Policy and be submitted to PubMed Central for a PMCID once accepted for publication in a journal.

## **SPECIAL CONDITIONS**

Should the investigator discontinue the project, or leave the designated institution, the NET SPORE must be notified two months in advance of these changes. Failure to comply with this policy may jeopardize any future awards to the institution(s). Unexpended funds from the award must be returned to the NET SPORE within sixty days.

The University of Iowa is an equal opportunity affirmative action employer. Women and minorities are strongly encouraged to apply.

***Please note: Actual funding of awarded grants may be delayed if National Cancer Institute funding for the NET SPORE grant is delayed.***

**ATTACHMENT I**

**Approval Form Checklist**  
 NET SPORE Developmental Research Project Applicants

*(return with application submitted)*

Date: \_\_\_\_\_ Principal Investigator: \_\_\_\_\_ Mentor: \_\_\_\_\_

Department/Institution: \_\_\_\_\_

Title of Proposal: \_\_\_\_\_

If the answer to any of these questions is Yes, the proposal must be reviewed by your University's relevant review board and approval submitted to <a href="mailto:karla-stout@uiowa.edu">karla-stout@uiowa.edu</a> <b>prior to funds being released.</b>	<b>YES</b>	<b>NO</b>
1. The experiments described in this proposal involve the use of human research subjects. <i>If yes, approval is required by your institution's Institutional Review Board.</i>		
2. The experiments described in this proposal involve the use of laboratory animals. <i>If yes, approval is required by your institution's Office of Animal Resources (or equivalent)</i>		
3. The experiments described in this proposal involve the use of radioactive isotopes. <i>If yes, approval is required by your institution's Medical Radiation Protection Committee (or equivalent)</i>		
4. The experiments described in this proposal involve DNA recombinant molecules. <i>If yes, submission of an rDNA Registration Document to your Institutional Biosafety Committee (or equivalent) is required. Researchers are responsible for reviewing the NIH guidelines for research available at the Office of Biotechnology Activities website.</i>		

Signed: \_\_\_\_\_  
 Principal Investigator