

Woman's Cancer Association of the University of Miami Grant Guidelines and Application Instructions

CANCER RESEARCH GRANTS 2023 Funding Cycle



**64 Years of Funding Cancer Research
1959 - 2023**

General Guidelines for Grant Applications Cancer Research Grants

Introduction. The Woman's Cancer Association of the University of Miami (WCA) supports quality, independent cancer research projects that contribute directly to knowledge in the field. Grants may support hypothesis-driven basic science, clinical science, or public health, and must be related to cancer research. Currently, the WCA has two separate grant opportunities – pediatric cancer research grants and general cancer research grants. **This application is to be used for a general cancer research grant; researchers conducting pediatric cancer research should use the Pediatric Cancer Research Application form.** Applicants must clearly identify the type of cancer/area of research in the submitted proposal.

Eligibility:

To be eligible for a competitive WCA cancer research grant, an applicant must meet the following requirements:

- PhD scientist or physician scientist employed by the University of Miami Miller School of Medicine;
- Demonstrate experience in the relevant field of cancer research;
- Be actively conducting cancer research;
- Not currently funded as a principal investigator of a WCA-supported grant; and
- Not to have received a WCA grant in the previous two years.

Awarded funds must be used for research expenses such as salary support (commensurate with current stipends or salaries), equipment, supplies, dissemination expenses, technical support, and rental fees.

Grant Size & Duration:

In 2023, an estimated three WCA general cancer research grants will be awarded, with award amounts ranging from \$25,000 to \$50,000 per grant. The grant period will be for up to one year (June 1, 2023 through May 31, 2024).

Deadline and Submission Process:

Grant applications are due no later than 11:59 p.m. Eastern Time, March 31, 2023. Submit grant applications via email to: thewcaofum@gmail.com, with a copy to: ehitt@aderhittlaw.com.

Award Review Criteria and Process:

Reporting:

All grant applications must identify the goals and appropriate outcomes and measures of the research. The outcomes should align with the goals and objectives and statistical analysis plan stated in the grant application. Within 30 days of the completion of the grant period, a final report (2-4 pages), with a complete financial accounting must be submitted to the WCA of the University of Miami, via email to: thewcaofum@gmail.com.

Grant Acceptance Terms:

The research grant funds must be used consistent with the budget, personnel, and the purpose(s) as described in the applicant's WCA Research Grant application. Any significant variance (more than 10% of total award) in the use of the grant funds will require the approval of the Grant Oversight Committee Chair and the WCA President.

The applicant will notify WCA of any circumstances which may preclude the applicant from completing the research project consistent with the methodology set forth in the Grant Application, or by the anticipated completion date. Any significant change without prior approval can result in immediate termination of all funding.

In the event a WCA grant recipient/grantee should leave the employ of the University of Miami Miller School of Medicine prior to utilizing the entirety of the grant funds awarded him/her, the unused portion of said funds must be immediately returned to the WCA.

Any unspent funds must be returned to the WCA at the end of the grant period.

Full Application:

- Cover Sheet
- Abstract
- Research Plan (2-page limit)
- Resumes/Curriculum Vitae for Key Personnel
- Budget summary and Budget justification

See Grant Application Instructions for additional information.

Application Instructions

Instructions for Completing the WCA Grant Application

Read and follow the instructions carefully.

Part A: Research Project Proposal Abstract:

The abstract should provide a concise statement of the research objective(s) and design indicating clearly the work to be undertaken during the period for which support is requested. (Limit 400 words)

Part B: Research Plan:

The complete research plan should be a single-spaced word document using 12-point Times New Roman, Arial, or Calibri font with 1" margins. The document may not be more than 2 pages long and should include the following:

- 1. Background & Significance:** Provide an explanation of the importance and relevance of the proposed research project. Identify any knowledge gaps that the proposed project is intended to fill.
- 2. Specific Aims with research question(s) identified and hypotheses listed:** State the research question or hypotheses to be tested. Describe the broad, long-term objectives and what the proposed project will accomplish, including opportunities for future funding.
- 3. Methods and procedures:** Describe procedures and outcome measures. Also, detail the research design, analysis plan, and procedures to be used to accomplish the specific aims of the project. Include how the data will be collected and analyzed.
- 4. Timeline:** Provide a proposed sequence or timetable for completion of the project.

Part C: Researchers and Personnel:

- 1. Principal Investigator(s):** Please attach a complete resume or curriculum vitae (3-page limit) for the Principal Investigator; a National Institutes of Health (NIH) biosketch is also acceptable. The resume/curriculum vitae should include a list of past or current research activities, including the title, role on the project, and source of funding for each.
- 2. Collaborator(s):** Please provide a complete resume, or curriculum vitae (3-page limit) or biosketch for each collaborator. The collaborator's resume/curriculum vitae should include a list of past or current research activities, including the title, role on the project, and source of funding.

Part D: Financial Data - Budget Summary and Budget Justification:

Present the total cost for each category. List other granting sources from which funds have been sought with the amount and status of request. Use the attached budget template form.

Eligible expenses include:

- Personnel: salaries, wages, and related fringe benefits to individuals conducting research and/or supporting research activities
- Allowances for the Principal Investigator and collaborators to cover released time from other activities
- Equipment necessary for research
- Supplies
- Consulting/Contractual
- Other (such as funds for research dissemination activities)
- Administrative Fee/Indirect Cost (limited to 5% maximum of direct costs)

Ineligible expenses include:

- Travel expenses
- Fundraising
- Overtime expenses