

Wilmot Cancer Institute

Community Cancer Action Council

2023 Our Voice – Your Science Pilot Studies Call for Applications

The Wilmot Cancer Institute together with the Community Cancer Action Council (CCAC) invite proposals for collaborative research projects specifically targeted to Wilmot catchment area-specific needs, including cancer disparities. Supplements to existing/funded research are encouraged, with the intent that proposals will be focused on accelerating current research towards development of applications capable of addressing catchment area-specific problems. Successful projects will engage Research Action Councils (RAC) and community partners in all phases of the research. Proposals should involve at least one member of the Genetics, Epigenetics, and Metabolism or Cancer Microenvironment research programs.

Funding through this mechanism will be for a single year. No-cost extensions and renewals are not allowed.

Important Dates

- Statements of intent due: Monday, October 16, 2023, at 5:00PM
- Notification of invitations to submit full applications: Friday, October 20, 2023
- Full applications due: Monday, November 20, 2023, at 5:00PM
- Award notification: By Friday, December 15, 2023
- Project start date: Tuesday, January 2, 2024
- Final progress reports due: November 1, 2024

Eligibility

The principal investigator must be a member of the Wilmot Cancer Institute.

Budget

Applicants may request a budget of up to \$35,000. Funds may be used for research costs only, and may not support faculty salaries, catering, administrative staff, and the like. Travel is not allowed. Costs must be justified.

Application Process

The application process for this program features two stages. Stage 1 requires only a statement of intent that provides a brief summary of the proposed project, along with other details outlined below. Competitive applicant teams will be invited to participate in Stage 2, which requires the submission of additional detail about the proposed project, project team, and planned outcomes. Please see below.

Stage 1: Statement of Intent Format

Upload your statement of intent [here](#) by the due date specified above.

- Format: use the Statement of Intent template available [here](#).
- Maximum length: 2 pages
- Content. The statement of intent must include the following information:
 - Project title
 - Contact PI name, department, Wilmot research program affiliation, and DWG affiliation (if applicable)
 - Other PI names, departments, Wilmot research program affiliations, DWG affiliations
 - Plain language abstract: state the project's broad and long-term objectives
 - Specific aims: describe research design and methods for achieving stated goals
 - Intended outcomes: for example, knowledge and experience gained through the pilot, and planned grant applications that will follow pilot project completion.

Stage 2: Full Application Format

Invited applicants are strongly encouraged to consult with the Community Outreach and Engagement (COE) Office to ensure effective communication of their written documents for the wider community. Invited full applications must

include the components listed below. Follow specific application instructions available [here](#). Upload your completed application [here](#).

- Face Page (see instructions for format)
- Plain language (lay) abstract (10 lines)
- Specific aims (1 page)
- Project proposal (3 pages), organized under the headings of background and significance (including catchment area relevance and alignment with the Wilmot strategic plan, as appropriate), innovation, and approach (including feasibility, project timeline and milestones)
- Bibliography and references cited (no limit)
- Plans regarding the use of vertebrate animals or involvement of human subjects
- Budget and justification
- PI biosketches (NIH format)

Application Review Information

The review panel will include Wilmot Research Program COE Liaisons, CCAC co-Chairs, COE Leadership, and at least two members of the Our Voice – Your Science pilot project team. Additional reviewers with specific subject matter expertise may be invited. Wilmot research representatives and COE Leadership will lead the scientific review. Community representatives will lead the discussion on community engagement, dissemination of findings and integration of RACs.

Stage 1

The review panel will confirm eligibility and review statements of intent. The most competitive and responsive projects will be invited to submit full applications.

Stage 2

In stage 2, the review panel will review invited full applications, using a process similar to NIH peer review. Applications will be scored and ranked by the review panel. The Wilmot Executive Committee will provide input on review panel recommendations, with funding decisions subject to approval of the Director of the Wilmot Cancer Institute. Applicants will receive written feedback intended to provide guidance to improve future proposals.

Full Application Review Criteria

- **Significance:** Does the project address a Wilmot catchment area priority? How will scientific knowledge, technical capability, and/or clinical practice be improved? How will successful completion of the aims (1) impact the catchment area; and (2) change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field? Is it likely that successful completion of the project will support a planned grant application? Does the project align with the Wilmot strategic plan?
- **Innovation:** Does the application challenge and seek to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions? Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense? Is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions proposed?
- **Investigators:** Do the investigators have the knowledge and expertise to complete the proposed project? Do they have complementary and integrated expertise? Have the investigators engaged with COE prior to the application (e.g., through the CCAC retreat, CCAC community grand rounds, Research Action Councils, dissemination of research in the community)? Are they likely to follow through with the planned subsequent extramural grant application?
- **Approach:** Are the overall strategies, methodologies, and analyses well-reasoned and appropriate to accomplish the specific aims of the project? If the project involves human subjects or NIH-defined clinical research, does the application include plans adequate to address (1) the protection of human subjects from research risks; (2) justification (in terms of scientific goals and research strategy) for the inclusion (or exclusion) of individuals based on sex/gender, race, and ethnicity, as well as the inclusion (exclusion) of children; and (3) the inclusion of diverse populations? How does the project propose to engage with community partners, such as CCAC, RACs or COE initiatives? How will the results be disseminated with the broader community? If the project will utilize live vertebrate animals, are procedures scientifically justified?
- **Feasibility:** Is the study timeline realistic given project scope? Does the project team have access to departmental and institutional support, equipment, and other resources required to complete the project?

Award Information

Reporting and Community Engagement

Successful project teams are required to provide bi-annual reports as a summary of project progress written in plain language. Teams are required to meet with at least one Research Action Council (RAC) to receive community feedback. Teams are also required to present research (poster or presentation) at Wilmot's Community Cancer Action Council (CCAC) retreat in October and present at a COE Community Conversations Grand Rounds in 2024. A written and succinct progress report will be required by November 1 of the project year, covering spending relative to budget, scientific progress with reference to planned specific aims, and activities and plans related to dissemination of findings (e.g., presentations, posters, manuscripts prepared, manuscripts submitted, manuscripts published). Reporting on grants that benefited from knowledge and experience gained through the pilot project (submitted or received) is required when appropriate and without a time limit.

Other Terms

Funds will not be released until all needed RSRB and UCAR approvals are provided to Wilmot administration.

A copy of all grant applications that benefit from the pilot project must be provided to Wilmot administration.

All publications, posters and presentations benefiting from or resulting from the awarded funds must acknowledge support of the Wilmot Cancer Institute, and if appropriate, Wilmot shared resources using language similar to the following: "The work described in this [publication | presentation | poster] was supported [in part] by the Wilmot Cancer Institute and benefited from the support of the Wilmot [Biobank | Biostatistics and Bioinformatics | Cytometry | Genomics | Human Biophysiology | Imaging and Radiation] Shared Resource."

All publications benefiting from or resulting from the awarded funds must comply with the [NIH Public Access Policy](#).

Contacts for Additional Information

- Contact [Thom Fogg](#) at with questions about the program or application process.
- For questions on scientific matters, contact a Wilmot research program leader:
 - Genetics, Epigenetics and Metabolism: [Paula Vertino, PhD](#), or [Darren Carpizo, MD, PhD](#)
 - Cancer Microenvironment: [Laura Calvi, MD](#), or [Minsoo Kim, PhD](#)
 - Cancer Prevention and Control: [Karen Mustian, PhD](#), or [Supriya Mohile, MD, MS](#)
- or-
- Wilmot Assistant Director for Clinical Research: [Paul Barr, MD](#)
- For questions regarding Wilmot catchment area research priorities, and for assistance in community-centered communication, contact [Charles Kamen, PhD](#), Assistant Director for Community Outreach and Engagement.