**Instructions for Multi-iInvestigator Grant Request for Pilot Funding 2018**

The Case CCC will provide support to research teams that plan to submit large multi-investigator grant applications (usually non-R support mechanisms). For research teams that have an established track record of collaborative research, pilot project funding is available to support key research initiatives that are deemed necessary to generate competitive multi-investigator proposals. Requests for support are competitive and decisions regarding funding will require the research team to demonstrate the active engagement of team members in the proposed project, clearly articulate the significance and innovation of the project, and provide a roadmap for acquisition of external funding.

**Pilot Project Support for Multi-Investigator Applications**

Once a multi-investigator team has demonstrated a track record of meetings, research advances, and interactions with external advisors, the Cancer Center Leadership will consider requests for pilot project funding to elevate the competitiveness of a multi-investigator application (P or U grant level). Preferably, the leaders of the multi-investigator team will meet and discuss their projects and goals with their Program Leaders. The team leaders and Program Leaders (if engaged) will then meet with the appropriate Cancer Center Associate Director (Basic, Clinical, or Translational Research). This will be an advisory meeting that is meant to facilitate positioning of the application for successful support from the Case CCC. During this meeting, the team leaders should discuss the significance and innovation of the project, the strength of the investigative team, other institutional sources of support, and their plans for submitting a nationally competitive application. Following this activity, the team leaders may prepare a formal request for project support that includes a written proposal (see guidelines below) and a discussion by the team leaders and appropriate Associate Director with the Executive Committee.

If a project is approved for support from the Case CCC, the Executive Committee will work to identify appropriate funding sources which may include, but are not limited to, CWRU Philanthropy and Pilot project funding from the Seidman or Taussig Cancer Centers. Thus, it is imperative that the formal request include information regarding all other institutional funding sources for the project. Prioritization of projects will be based on the strengths of the request for funding as well as donor intent, institutional priorities, and priorities described by the Case CCC programs and its strategic plan.

Recipients of pilot funds will be required to present their progress on the multi-investigator project in 6 months and in 1 year following the initiation of Case CCC support.

Proposals should be as concise as possible. The entire proposal, not including biosketches, should not exceed 9.5 pages.

1. Provide two Specific Aims pages: one that describes your aims for the pilot funding and one that describes the aims of the multi-investigator proposal to be submitted (2 pages).
2. Provide a 2-3 page proposal for the pilot funding request that describes sufficient background for the application, how the aims of the pilot will address a critical need for moving forward with a complete application to the funding agency, and how the aims will be accomplished.
3. Provide a 0.5 page summary description of each project within the multi-investigator proposal. Include a timeline frame for grant submission (0.5 page).
4. List all co-investigators for the proposal, including their roles on the project, home departments, and contact information. Note prior collaborations (1 page). Also, submit biosketches for all project leaders. It is not necessary to tailor the biosketch to this specific project.
5. Summarize the extent of meetings that you have had with your co-investigators: how often have you met, how long have you been meeting to discuss this proposal, who attended the meetings, if you have contacted the funding agency, and any broader input that would foster the formation of an IAB or EAB (1 page).
6. List current funding of program leaders, include pilot funds received within the last 2 years from CWRU, CCF, UHCMC, other Centers, etc.

**Review Criteria:**

1. Does the proposed multi-investigator grant address an important question or critical need? Is it innovative?
2. Are pilot funds necessary to complete key experiments for submitting a proposal to a funding agency?
3. What is the quality of the multi-investigator team? Is the team fully functional? Have they worked together previously? What is the extent of their interactions? Is the proposal lacking any essential areas of expertise?
4. Are the time-frame and proposed outcomes for the pilot reasonable?
5. How responsive is the funding agency to this group/application? What is the potential for future funding?
6. Is the team working to develop advisory boards?

**Obligations of Awardees:**

1. Timely submission of data and stewardship reports upon request from the Case Comprehensive Cancer Center.
2. Participation in meetings of the aligned program.
3. Presentation of Progress in Cancer Center-sponsored symposia.