NEUROENDOCRINE TUMOR (NET)  
SPECIALIZED PROGRAM OF RESEARCH EXCELLENCE (SPORE)  
2017 CAREER ENHANCEMENT FUNDING OPPORTUNITY  
University of Iowa

Letter of Concept Deadline: Monday, July 17, 2017 EXTENDED TO JULY 21  
Invited Full Proposal Deadline: Monday, August 21, 2017  
Anticipated Project Start Date: Friday, September 1, 2017

From: Sue O’Dorisio MD, PhD, NET SPORE Principal Investigator  
James Howe, MD, Director, NET SPORE Career Enhancement Program

Overview
The University of Iowa Neuroendocrine Tumor Specialized Program of Research Excellence (NET SPORE) is a center grant funded though the National Cancer Institute. The mission of the NET SPORE Career Enhancement Program is toward basic scientists interested in translational research or clinicians acquiring laboratory skills to become translational researchers in neuroendocrine tumors. The project duration is one year, September 1, 2017-August 31, 2018.

Eligibility
This program focuses on two types of candidates:

1. Laboratory investigators at the senior post-doctoral or junior faculty level (Assistant Professor or Research Scientist) who demonstrate outstanding research potential are interested in a career in translational neuroendocrine tumor research, but not yet independently funded to perform this research. Experienced, successful investigators interested in shifting toward translational neuroendocrine tumor research are also eligible.

2. Clinicians who demonstrate interest and ability in translational research during clinical fellowship training, are committed to careers in translational research, and wish to devote the first two years of their faculty careers to additional research training in pursuit of this career.

Amount of Award
One recipient will receive a maximum of $50,000 per year in direct costs provided through the Iowa NET SPORE grant with $50,000 provided in matching institutional support for a total award of $100,000. Applicants outside of the University of Iowa note that the $100,000 includes your institution’s F&A. NIH funds must be spent by August 31, 2018. 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 or karla-stout@uiowa.edu, or the Project Director: Dr. James Howe (james-howe@uiowa.edu).
Please Submit all Materials to:
Karla Stout, 5970 JPP, 200 Hawkins Drive, Iowa City, IA 52242; karla-stout@uiowa.edu.

Members of the Neuroendocrine Tumor (NET) SPORE: Sue O’Dorisio MD, PhD, Principal Investigator and James Howe, MD, Director, NET SPORE Career Enhancement Program are available to provide advice to applicants developing proposals. Applicants are encouraged to meet with these senior investigators prior to submission of the Letter-of-Concept (LOC).

Step 1 – Letter-of-Concept (LOC): Deadline 5:00 P.M. July 17, 2017 EXTENDED TO JULY 21
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, the expertise of investigators, and a support letter from a mentor. Letters-of-concept will be reviewed by the Career Enhancement Research Committee of the UI Neuroendocrine Tumor SPORE with selected investigators invited to submit full proposals.

The LOC should include the above information in the following materials:
- 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
- Letter of support from mentor

Step 2 – Invited Full Application: Deadline 5:00 P.M. August 21, 2017
ELECTRONIC COPY WITH ALL SECTIONS IN ONE PDF ONLY (NO HARD COPY REQUIRED)

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 is 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

2. **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. Applicant’s NIH biosketch (NIH format; five-page limit) and copies of up to three of the applicant’s most current publications.

   For residents or fellows who apply:
   a. Biographical Sketch 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.

5. Letter of support from the applicant’s mentor.

6. Mentor’s NIH biosketch and list of prior trainees.

7. A one to two page research description which should include:
   a. Summary of planned training activities (e.g., proposal for a specific research project including “title of proposed project,” coursework, new laboratory techniques to be learned, etc.)
   b. Timeline for completion of training activities.
   c. Statement of the trainee’s career goals.
   d. Literature citations.

7. Attachment I. (Approvals indicated on Attachment I will be required only for selected LOC’s).

**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, composed of investigators from the University of Iowa and NET SPORE External Advisors panel, will review developmental research applications. Applications will be rated on scientific merit, originality, and 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 Career Enhancement Program Applicants
(return with application submitted)

Date: ______________ Principal Investigator: ______________ Mentor: _______________
Department/Institution: _______________________________________________________
Title of Proposal: ____________________________________________________________
__________________________________________________________________________

If the answer to any of these questions is affirmative, the proposal must be reviewed by your University's relevant review board and a cop(ies) of the approval(s) must be submitted to karla-stout@uiowa.edu, prior to the initiation of the project or the establishment of an account.

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<th>Question</th>
<th>YES</th>
<th>NO</th>
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<td>1. The experiments described in this proposal involve the use of human research subjects.</td>
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<td>If yes, approval is required by your institution’s Institutional Review Board.</td>
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<td>2. The experiments described in this proposal involve the use of laboratory animals.</td>
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<td>If yes, approval is required by your institution’s Office of Animal Resources (or equivalent)</td>
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<td>3. The experiments described in this proposal involve the use of radioactive isotopes.</td>
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<td>If yes, approval is required by your institution’s Medical Radiation Protection Committee (or equivalent)</td>
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<td>4. The experiments described in this proposal involve DNA recombinant molecules.</td>
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<td>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.</td>
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Signed: _____________________________
Principal Investigator