



UNIVERSITY OF
PENNSYLVANIA

Abramson Cancer Center

2007
Cancer Center Pilot Project Grant
Application Instructions

Deadline: December 15, 2006

Abramson Cancer Center of the University of Pennsylvania Pilot Projects Program Grant Application

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Submission & Budget Guidelines

The Abramson Cancer Center of the University of Pennsylvania announces the availability of Pilot Project Grants for faculty to conduct cancer-related research projects.

Investigator Eligibility

- All full-time University faculty are eligible to apply for the Cancer Center Pilot Projects Program. The proposed area of research cannot be funded through an existing or prior peer-reviewed national research grant (i.e., NIH, ACS, DOD).
- Non-faculty (e.g., residents, fellows) are not eligible.

Research Project Criteria

- The Cancer Center Pilot Projects Program funds innovative cancer research projects that have the potential for future peer review funding.
- Research projects currently funded through a national research grant will not be accepted.

Award Period

The award period for the Pilot Project grant will be from March 1, 2007 to November 30, 2007, but is dependent on receiving Cancer Center Support Grant Funds.

Funding Limits

The maximum award for the Cancer Center Pilot Projects Program is \$25,000.

Allowable expenditures include:

- Investigator/faculty salary support
- Research supplies and animal maintenance (no computers).
- Technician/laboratory personnel support (use employee benefit rate of 29.9% for full time and 9.7% for part-time employees and post-docs).
- Data manager support (for clinical research projects).
- Domestic travel when necessary to carry out the proposed research program.
- Publication costs including reprints.
- Registration fees at related scientific meetings.
- Costs of computer time.
- Special fees (pathology, photography, etc.).
- Stipends for graduate students and postdoctoral assistants if their role is to promote and sustain the project presented by the faculty member.
- Small equipment (e.g., less than \$5,000).

Non-allowable expenditures include:

- Secretarial/administrative personnel.
- Office equipment and supplies.
- Tuition.
- Foreign travel.
- Purchasing and binding of periodicals and books.
- Dues and membership fees in scientific societies.

- Honoraria and travel expenses for visiting lecturers.
- Recruitment or relocation expenses.
- Office and laboratory furniture.
- Rental of office or laboratory space.
- Patient care expenses, including per diem charge for hospital stay.
- Non-medical or personnel services to patients.
- Construction or building maintenance.
- Major alterations.

Questions regarding your budget can be addressed to Robert Wynne, Director of Financial and Administrative Affairs, Abramson Cancer Center at the University of Pennsylvania, at (215) 746-5520 or wynner@mail.med.upenn.edu.

Submission Guidelines

- All applications must be submitted using the Pilot Projects Application Form. The application for a Cancer Center Core Grant Pilot Project includes:
 - Biographical Sketch
 - Abstract of Proposed Research
 - Description of Proposed Research
 - Pilot Projects Budget
 - Data Sharing Plan (Must be completed for application to be considered)
- A current *curriculum vitae* must be included with the completed application.
- Applications must include a completed, signed University Proposal Transmittal and Approval Form which can be obtained from the Abramson Cancer Center's website: www.penncancer.org. This form is to be signed by the submitting investigator and the respective Department Chair. The form is to be marked for "Internal Use Only." **Note that the signatures of the investigator and respective Department Chair are the only ones required.**
- The application, CV and Transmittal and Approval Form should be sent directly to the Cancer Center. Do not submit these to the School of Medicine Business Office or to the University Office of Research Services.

Submission Deadline

The deadline for submitting a completed Cancer Center Core Grant Pilot Project application is December 15, 2006.

Return the original and five (5) copies of the application to:

Barbara Lopez
 Research Coordinator
 Abramson Cancer Center of the University of Pennsylvania
 16 Penn Tower/4283
 Telephone: (215) 614-1954
 FAX: (215) 349-8299
 E-mail: lopezb@mail.med.upenn.edu

In addition, all applications must be submitted electronically by email to lopezb@mail.med.upenn.edu.

Please note that if you do not submit your application electronically, your application will not be considered for funding.

**Abramson Cancer Center of the University of Pennsylvania
Pilot Projects Program Grant Application**

SUMMARY OF SUBMISSION GUIDELINES

ELIGIBLE	All Faculty
INELIGIBLE	Interns, residents, postdocs
OTHER FUNDING	No national research grant for proposed research project
FUNDING LEVEL	Maximum \$25,000
AWARD PERIOD	3/1/07 - 11/30/07
DEADLINE	December 15, 2006

CHECKLIST

UNIVERSITY PROPOSAL AND TRANSMITTAL FORM*	√
CV	√
BIOSKETCH FORM	√
ABSTRACT	√
RESEARCH PROJECT DESCRIPTION	√
PILOT PROJECTS BUDGET FORM	√

* Only signatures of the corresponding investigator and respective Department Chair required. No exceptions.

REMINDER: Submit your application electronically.

If you do not submit your application electronically, your application will not be considered for funding.