UCLA CTSI KL2 Program
Dental, Oral and Craniofacial Clinical and Translational Research Career Development Award Request for Applications (RFA)

This is an internal competition to select up to two candidates for final submission of administrative supplements to NIDCR.

<u>Important Dates</u> (Phase 1 – all applicants)
- **Information session:** August 18, 2016 12:00-1:00pm (Moss Auditorium - A2-342 MDCC)
- **UCLA CTSI Letter of Intent deadline:** September 1, 2016 by 5PM Pacific Time (PT)
- **UCLA CTSI Full Application deadline:** September 15, 2016 by 5PM PT
- **Supplement application selection date:** October 1, 2016

<u>Important Dates</u> (Phase 2 – selected candidates from Phase 1)
- **CTSI Finance Office administrative grant review deadline:** October 18, 2016 by 5PM PT
- **NIH/NIDCR submission deadline:** November 1, 2016 by 5PM PT
- **Grant start date:** February 1, 2017 (expected and contingent on NIDCR administrative supplement)

National Institute of Dental and Craniofacial Research (NIDCR) Career Development Award
The UCLA CTSI KL2 Program seeks 1-2 highly qualified junior faculty from one of the four partnered institutions (UCLA, Cedars-Sinai, Charles R. Drew University, and LA BioMed at Harbor-UCLA) to conduct <u>mentored, interdisciplinary, patient-oriented research training to improve dental, oral and craniofacial health</u>.

The objectives of this program are:
- Conduct translational and clinical investigations to improve dental, oral, and craniofacial health.
- Support research toward precise classification, prevention, and treatment of dental, oral, and craniofacial health and disease; NIDCR encourages leveraging existing clinical research infrastructure supported by other NIH Institutes and Centers. One important resource is the NIH Clinical and Translational Science Award (CTSA) program, which aims to accelerate translation of laboratory discoveries into treatments for patients, to engage communities in clinical research.
- Support research, training, and career development programs that value team science, transformative approaches, and diversity at all levels.

Supplement to the National Center for Advancing Translational Sciences (NCATS) CTSA KL2 Program
This award will be a supplement to the UCLA KL2 Program, which is designed to support high-impact research careers in translational research. The KL2 program combines formal course work with direct research experience, and an opportunity to pursue additional advanced degrees. All scholars, including those at CTSA partner institutions, have access to CTSA research facilities, which may include:
- Training courses, seminars and workshops
- Use of specialized core facilities, laboratories, and databases
- Access to a team of clinical research mentors
- Administrative and regulatory support for research protocols
- Funding for pilot research projects

<u>**NIDCR KL2 Supplement Award**</u>
This award will be contingent on the successful competition of the NIDCR administrative supplement to the NCATS KL2 Program. If funded, NIDCR KL2 supplement awardees will receive up to 3 years of funding or until receipt of an individual NIH K award (or equivalent grant from the Veterans Administration or

foundation), whichever comes first. The award is renewable for up to a total of 3 years. Continued KL2 support in years 2 and 3 will be contingent the awardee's performance during the prior year(s). The following table lists the **maximum allowable amounts per year** for salary, fringe benefits, research expenses, tuition/career development, travel, and statistical support:

KL2 Scholar Salary (75% effort)	$75,000
KL2 Scholar Fringe Benefits (capped at 30%)	$22,500
Research Expenses	$25,000
Tuition/Career Development	$4,000
Travel	$2,000
Statistical Support	$1,500
MAXIMUM DIRECT COSTS/YEAR	**$130,000**

Eligibility Criteria

- Possess a research or health-professional doctoral-level degree (e.g., MD, PhD, Pharm D, DDS, DMD) and be a junior faculty member at one of the four UCLA CTSI partnered institutions in any series at or above the clinical instructor level by the grant start date.
- U.S. citizen or permanent resident at time of application. Individuals on temporary or student visas are not eligible.
- Commit a minimum of 9-person months (75% of full-time professional effort) to conduct dental, oral or craniofacial translational research. The remaining effort may be devoted to clinical, teaching, or other research pursuits and activities consistent with the objectives of the KL2 research career development program.
- Former PD/PIs on NIH research project (R01), program project (P01), center grants, FIRST Awards (R29), sub-projects of program project (P01) or center grants are not eligible. Former PD/PIs on NIH career development awards (K–awards), or the equivalent, are not eligible, EXCEPT for Dentists who were awarded an NIDCR K08 to support dissertation research that resulted in a PhD, who remain eligible for KL2 support. Former PDs/PIs of an NIH Small Grant (R03), Exploratory/Developmental Grant (R21), Dissertation Award (R36), or SBIR/STTR (R41, R42, R43, R44) remain eligible.
- May not have a pending application for any other PHS mentored career development award (e.g., K08, K23) that duplicates any of the provisions of the KL2 administrative supplement.

UCLA CTSI Letter of Intent & Full Application Submission Information

- Letters of Intent will be accepted through 5:00PM PT on September 1, 2016. These letters are optional. However, applicants are strongly encouraged to submit a Letter of Intent to help the CTSI identify the best reviewers and enhance the review process of the application.
- Full Applications are due by 5:00PM PT on September 15, 2016.
- **The links to the submission website for the Letter of Intent and Full Application will be available at: http://www.ctsi.ucla.edu/education/pages/kprogram and see "Request for Applications (RFA)" tab.**

The **Letter of Intent** must include:
- The specific areas of expertise that are needed to review the proposal.
- NIH-formatted Biosketch of the scholar (must be in the new format).
- Specific aims for the proposed project (1 page maximum)
- List of mentors (name, title, institution, department) for the career development.

To be considered, the **Full Application** packet must include the items below. Please refer to the NIH Application Guide for general instructions.
1. **Project Summary/Abstract** (30 lines of text maximum).
2. **NIDCR KL2 Scholar NIH-formatted Biosketch** (must be in the new format). The personal statement of the scholar's biographical sketch should include a description of his/her research objectives and

career goals, and why their experience and qualifications make them particularly well-suited to receive an NIDCR KL2 supplement award. Relevant factors include previous training and research accomplishments in dental, oral and craniofacial research and any source(s)

3. **NIDCR KL2 Scholar [NIH-formatted Other Support Pages](#)** with current, past and pending grants. Please see the [NIH policy concerning concurrent support from a K award and a research grant](#).

4. **Program Plan** (11 pages maximum). The proposed research career development plan should align with the mission of the NIDCR and the KL2 program. The research experience should challenge the scholar's scientific curiosity while introducing a creative, novel, and clinically significant approach to dental, oral or craniofacial research. The plan should augment the scholar's research development yet be individualized to their scientific discipline and expertise. Describe key activities during the supplement, including mentored team science activities, didactic coursework, and technical training to enhance skills and proficiency in conducting translational research. Address specific training in dental, oral, or craniofacial clinical disease and describe how it will be incorporated into the research career development plan. Present a timeline for activities and potential publications and grant applications for independent research support. The application must also address the following:
   - Program Faculty: Provide information about the program faculty who will be involved in the scholar's activities, including the complementary expertise and experiences, active research and other scholarly activities in which the faculty are engaged, as well as experience mentoring individuals at the proposed career stage. If any co-mentor is not located at the sponsoring institution, describe the frequency and type of communication that will be used to engage the scholar.
   - Proposed Research Career Development Plan: The proposed research career development plan should align with the mission of the NIDCR and the mission of the UCLA CTSI KL2 program, which is to develop independent translational scientists. The research experience should challenge the scholar's scientific curiosity while introducing a creative, novel, and clinically significant approach to dental, oral or craniofacial research. The plan should augment the scholar's research development yet be individualized to their scientific discipline and expertise. Describe key activities during the supplement, including mentored team science activities, didactic coursework, and technical training to enhance skills and proficiency in conducting translational research. Address specific training in dental, oral, or craniofacial clinical disease and describe how it will be incorporated into the research career development plan. Present a timeline for activities, such as potential publications and grant applications for independent research support. Format for this career development plan should include a candidate's statement, educational/training plan and research plan similar to a traditional NIH career development award proposal.
   - Institutional Environment and Commitment to Training: Include a signed letter, on institutional letterhead, that describes the applicant institution's commitment to the planned KL2 supplement program. The letter should provide assurance that the scholar will be able to devote a minimum of 9 person-months (75% of full-time professional effort) to their KL2 research career development program. The remaining effort should be devoted to activities related to the development of the scholar's career as an independent investigator or clinician- scientist, e.g., clinic responsibilities, teaching and administration, and/or additional research activities. Suggested 1 page in length and is included in the 11-page maximum of the program plan.

5. **Training in the Responsible Conduct of Research** (1 page maximum).

6. **Letters of Support from the Primary Mentor and Co-mentors(s)** (6 pages maximum) detailing the scholar's capabilities, accomplishments, and commitment to developing an academic career in translational research; a preliminary research training plan, including area of focus and specific projects; potential associate mentors to enhance training expertise; additional plans for the scholar's professional development; departmental support for the scholar's future academic career development.

7. **Letters of Support from Collaborators, Contributors, and Consultants** (6 pages maximum). Attach appropriate letters from all individuals confirming their roles in the proposed KL2 supplement program.

8. **Mentoring Team [NIH-formatted Biosketches](#)** of each of the individuals who will comprise the scholar's mentoring team (must be in the new format). The personal statement of the individuals who will serve on the scholar's mentoring team should include a description of his/her specific role in

mentoring the scholar, how the mentoring will occur (e.g., frequency and mode), and how the scholar's progress will be monitored during the supplement award period.

9. **NIH-formatted Detailed Budget and Budget Justification** for each year of the three years of support. Please use a separate [Form Page 4](#) for the detailed budget for each year.

10. **Data and Safety Monitoring Plan.** Please visit http://www.nidcr.nih.gov/Research/ToolsforResearchers/Toolkit/DataandSafetyMonitoring.htm for more details.

11. **Human Subjects.** Complete this section if the scholar will design and conduct their own independent human subjects research and indicate that the proposed research experience was approved by the human subjects Institutional Review Board (IRB) at the grantee institution. Adherence to the NIH policy for including women and minorities in clinical studies must also be ensured, if additional human subjects' involvement is planned for the supplement component. If available, also include a copy of the IRB approval notice.

12. **Vertebrate Animals.** Complete this section if the scholar will design and conduct their own independent vertebrate animal research and indicate that the proposed research experience was approved by the Institutional Animal Care and Use Committee (IACUC) at the grantee institution. If available, also include a copy of the IACUC approval notice.

13. **Facilities and Other Resources.** Describe how the scientific environment in which the research will be done contributes to the probability of the scholar's success (e.g., institutional support, physical resources, and intellectual rapport).

14. **Bibliography & References Cited** (optional).

15. **Appendix** (optional).

NIH Fonts and Margins Tips

- Use an Arial, Helvetica, Palatino Linotype, or Georgia typeface, a black font color, and a font size of 11 points or larger. (A Symbol font may be used to insert Greek letters or special characters; the font size requirement still applies.)

- Type density, including characters and spaces, must be no more than 15 characters per inch. Type may be no more than six lines per inch. Use standard paper size (8 ½" x 11"). Use at least one-half inch margins (top, bottom, left, and right) for all pages. No information should appear in the margins.

Proposal enhancement: Selected KL2 applications will be discussed with the UCLA CTSI KL2 program director, Dr. Mitchell Wong in the first week of October based on the review critiques aiming to enhance the competitiveness of the supplement application to NIDCR.

Questions about the RFA can be directed to Lisa Chan at KL2@ctsi.ucla.edu.