



**REQUEST FOR CTSC TL1 PRE/POST-DOCTORAL TRAINING AWARD APPLICATIONS**  
**APPLICATIONS DUE: MONDAY, FEBRUARY 13, 2012**

**TL1 PRE AND POST-DOCTORAL TRAINING AWARD**

**Up to \$26,000 per year, per award (Pre-docs)**

**Up to \$61,000 per year, per award (Post-docs)\***

*\*Depending on level of experience.*

**Initial Funding Period: July 1, 2012 – June 30, 2013**

**Possible 2<sup>nd</sup> Year Renewal Period: July 1, 2013 – June 30, 2014**

**Purpose:** To support early career development among pre/post-doctoral students by providing advanced degree training and practical skills necessary to conduct interdisciplinary clinical & translational investigation in a team research environment.

**All TL1 Trainees are required to participate in the Clinical & Translational Education Program. They also must take the Tri-Institutional Responsible Conduct of Research course.**

All TL1 Trainees are required to pursue their research training at 100% time and effort. Appointments are normally made for 12-months, but no less than 9 months except with prior approval from the NIH.

**Pre and Post-doctoral PhDs:**

- Applicants who are currently enrolled in or currently hold doctoral-level research degrees (PhD) are highly encouraged to enroll in the one-year Advanced Certificate or the two-year Master’s Degree in C/T Program. All participants are required to successfully complete 3 CTSC courses (selected from the Core or Elective curriculum).

**Pre and Post-doctoral Health Professionals (MDs):**

- Applicants who are currently enrolled in or currently hold a health *professional doctoral-level degree (MDs)*<sup>1</sup> are required to enroll in the one-year Advanced Certificate or the two-year Master’s in C/T Investigation program.

For information about CTEP’s Core and Elective Courses: [http://www.med.cornell.edu/ctsc/training\\_and\\_education/index.html](http://www.med.cornell.edu/ctsc/training_and_education/index.html).

**Proposals Must Have**

1. Team Orientation (at least 2 proposed mentors)
2. Translational focus (studies that have **near-term** potential to translate into patient-oriented research, exploratory clinical trials, community-oriented studies)
3. Multi-disciplinary and Multi-institutional components

**Eligibility**

<b>Pre-doctoral Candidates:</b>
Must have received a <b>baccalaureate degree</b> by date of appointment.
Pre-doctoral medical ( <b>MD</b> ) students in 3 <sup>rd</sup> or 4 <sup>th</sup> year.
<b>Graduate students</b> enrolled in a doctoral-level research degree program.
<b>Nurse</b> candidates enrolled in <b>DSN or DNP</b> programs.
Dental ( <b>DDS</b> ), pharmacy ( <b>PharmD</b> ), or Veterinary ( <b>DVM</b> ) students.
Individual trainee may receive <b>no more than 5 years of aggregate NRSA support at the pre-doctoral level.</b>
<b>Post-doctoral Candidates:</b>

<sup>1</sup> Health professional doctoral degrees include: MD, DO, DDS, DSN, DNP, DVM, etc.

Must have received a <b>PhD, MD, DDS, DVM, DO</b> , or comparable doctoral-level degree by date of appointment
Residents and fellows (Medical, Surgical, etc.) in a research pathway
Nurses with degrees in Doctor of Nursing Science, Research or Practice ( <b>DNSc, DNR, or DNP</b> )
Individual trainee may receive <a href="#">no more than 3 years of aggregate NRSA support at the post-doctoral level</a> , including any combination of support from institutional training and individual fellowship awards.
<b>All Candidates:</b>
Must be <b>US Citizens, Non-Citizen Nationals, or Permanent Residents</b> . (Proof of residency status required)
Must have the ability to devote <b>100% effort</b> to the program.
Must have a <b>primary appointment</b> with a <b>CTSC partner institution</b> .
No TL1 candidate may apply or hold concurrently a Seed Funding Award CTSC awards. If awarded, no other Federal funding support allowed.
No TL1 Trainee may be named PI on more than one active CTSC application.
Only <b>one re-submission</b> for each application is allowed.

**Review Criteria**

Upon submission in ePAR, your application undergoes review based on [several criteria](#).

**TO START YOUR APPLICATION PROCESS**

**GO TO → "[Notification of Intent to Submit an Application](#)"**

This will register your intent to submit an application. After submitting this form, you will be instructed on how to proceed with your application using the CTSC's Web-based application system (ePAR). When completing your application in ePAR, please refer to the checklist below.

**APPLICATION INSTRUCTIONS & CHECKLIST**

**ALL APPLICATIONS DUE BY 5PM ON MONDAY, FEBRUARY 13, 2012**

APPLICATIONS MUST COMPLY WITH ELIGIBILITY AND SUBMISSION REQUIREMENTS. MISSING OR INCOMPLETE DOCUMENTS OR INFORMATION WILL DISQUALIFY YOUR APPLICATION FOR REVIEW.

**FOR WCMC STAFF → AN ELECTRONIC ROUTING FORM (ERF) IS NOT REQUIRED AT THIS TIME. IF YOUR PROJECT IS APPROVED, THE ERF WILL BE REQUIRED TO RECEIVE THE AWARD FUNDS.**

**Checklist for Application Submission**

<b>A. Required Sections in ePAR – Complete all fields.</b>	<b>Completed</b>
<b>1. Trainee Application Form - Click on</b> your current citizenship status to proceed.	<input type="checkbox"/>
<b>a.</b> Personnel and demographic information: Valid work email is required.	<input type="checkbox"/>
<b>b. Mentors - Click on [add]</b> and fill in required information.	<input type="checkbox"/>
<b>c. Click yes or no</b> if you have been required to leave any college, graduate or professional school or ever been denied readmission because of deficiencies in either scholarship or conduct. If yes, please include an explanation in the requested area.	<input type="checkbox"/>
<b>2. Biosketches:</b> Upload individual PDF files for the applicant and mentors; note the <a href="#">new NIH Biosketch format</a> is required for all key personnel otherwise application is not eligible for review.	<input type="checkbox"/>
<b>B. Supporting Documents – Required Attachments Upload as individual PDF files in the order indicated below.</b>	
<b>1. Research Proposal</b> Limited to 3 single-spaced pages (at least ½ inch margins, no smaller than 11pt Arial font) to include:	<input type="checkbox"/>
• Hypothesis and specific aims	
• Scientific background for the study, citing appropriate references of work in the area by the investigator(s) and others	

Questions? Read the FAQs: [2012 CTSC Funding FAQs](#) Or Email: [ctsc\\_tl1@med.cornell.edu](mailto:ctsc_tl1@med.cornell.edu)

<ul style="list-style-type: none"> <li>• Significance of the research (relating specific aims to future studies to be generated) and importance of funding to feasibility of the project</li> <li>• Research Plan (research team to be involved, experimental design, methods, statistics, timeline, human subjects and animal issues if applicable)</li> <li>• References and supporting tables, figures, 2-3 additional pages</li> </ul>	
2. <b>Career Statement</b> – Please discuss your short and long-term goals and how this training opportunity would impact your career development. Should be no longer than 1 page.	<input type="checkbox"/>
3. The <b>Letter from the Department Chair/Division Chief</b> should be submitted on departmental letterhead stating a guarantee of 100% protected time.	
4. <b>Letters of Recommendation from Mentors:</b> Letters of recommendation required from 2 proposed mentors. One must be from the designated primary mentor, and must include a <b>mentorship plan</b> . Please refer to, " <a href="#">Requirements for Mentors' Letters of Support and Mentoring Plan</a> ," <a href="#">NHLBI mentoring guidelines</a> . <b>Guidelines for Selecting Mentors</b> Two mentors are required. All mentors must have <b>active</b> or <b>recent</b> peer-reviewed (federal or foundation) <b>funding</b> . Please note: mentors cannot be listed on more than 2 active CTSC applications or current awards (including seed funding). Of the two mentors: <ul style="list-style-type: none"> <li>• One must be a <b>Clinical Investigator</b> and one a <b>Basic Scientist</b>.</li> <li>• At least 2 mentors, <i>including the designated primary mentor</i>, must be from a <b>WCMC CTSC partner institution</b>, and they must be from <b>different institutions</b>.</li> <li>• At least 2 mentors must be from <b>different disciplines</b>. NIH definition of different disciplines has priority (areas <u>outside</u> biology, e.g., computer science, imaging, chemistry, mathematics, informatics, engineering, behavioral science, and health science/ outcome research).</li> </ul>	<input type="checkbox"/>
5. <b>Proof of Citizenship Status:</b> <i>Please submit a notary's signed statement certifying legal verification for the following citizenship status(including copies of the required documents):</i> <ul style="list-style-type: none"> <li>• <b>US Citizen:</b> U.S. Passport, Birth Certificate, Certificate of Citizenship, or Naturalization Certificate.</li> <li>• <b>Non-Citizen National:</b> a notary's signed statement certifying that you have legal verification of such status.</li> <li>• <b>Lawfully Admitted Permanent Resident:</b> Permanent Resident Card (USCIS Form I-551).</li> </ul>	<input type="checkbox"/>
6. <b>Transcripts and Test Scores</b> – Official documentation of test scores and college and graduate school transcripts must be submitted.	<input type="checkbox"/>
7. <b>Non-Refundable Application Processing Fee:</b> Please make check payable to Weill Cornell CTSC in the amount of \$200.	<input type="checkbox"/>

The applicant will be notified via email by May 2012 whether his/her proposal is approved. At that time, if accepted, the applicant must complete additional required regulatory and compliance documents within 30 days (for a full list of **Post-Award Documents** [click here](#)). Funding is contingent on submission of this information and failure to do so will result in disqualification.

Upon submission of this additional information, the CTSC will prepare an award agreement. Once the award agreement is signed by the appropriate institutional business official(s), WCMC Grants and Contracts will review and sign the agreement and notify the CTSC that funding can be released.

#### Budget Notes

- No funding from other sources can support this proposal
- Items not allowed: 1) Capital or depreciable equipment over \$2500; and 2) Computer hardware (laptops, desktops, etc)
- Only supplies of consumable nature that are directly related to the project are allowed
- Funding requests for travel and/or other supplies must be directly related to the project and clearly outlined in the budget justification

#### ***For a fast start on spending your award funds:***

No expenditures related to human subjects or animals will be permitted until the CTSC is provided with a copy of the official IRB/IACUC letter of approval. Investigators are **strongly encouraged to submit IRB and/or IACUC protocols early** in order to avoid significant delays in project initiation. Applicants must also be current on institutional compliance regulations.