



**CHLA K12
Research Career Development Application**

INSTRUCTIONS

TO BE COMPLETED BY THE MENTOR:

1. Name of proposed applicant.
Project Title
Name and Department of Mentor
2. A letter describing the qualifications of the Applicant to conduct the proposed research project (maximum one (1) page). Elaborate on the potential candidate to become an independent investigator upon completion of this project and on his/her long-term career goals. Elaborate on the commitment of the Applicant to continue his/her career in research and how this award would benefit him/her in achieving these goals. The sponsor should describe his/her qualifications to supervise the training of the Applicant conducting research under his/her guidance, answering the question -- how does this research project fit in with research conducted in the mentee's research program. If there is overlap between Applicant and Mentor's ongoing research program, describe how the proposed project will insure the Applicant's independence.
3. Mentor's NIH Biosketch (no more than four (4) pages). Include the current and pending awards, period of funding, amount of total award, and the specific aims of the grant proposal(s). List no more than fifteen (15) publications directly relevant to the proposed project.
4. Provide a list of previous CHLA junior faculty members mentored for an RCDA over the previous five years. Indicate the year(s) when the fellowships were awarded, and a list of publications that resulted from the support. Indicate if they have obtained independent peer review funding and/or have been promoted.

TO BE COMPLETED BY THE APPLICANT:

The following format of the application must be adhered to:

1. **Abstract:** A one paragraph summary (250 words) of the proposed subject.
2. **Specific Aims** one (1) page
State concisely the goal of the proposed research and summarize the expected outcome(s), including the impact that the results of the proposed research will exert on the research field(s) involved. List succinctly the specific objectives of the research

proposed, e.g., to test a stated hypothesis, created a novel design, solve a specific problem, challenge an existing paradigm or clinical practice, address a critical barrier to progress in the field, or develop new technology.

3. **Research Strategy** (no more than four (4) pages)

Organize the Research Strategy in the specified order and using the instructions provided below. Start each section with the appropriate section heading -

Significance, Innovation, Approach. Experimental details should be cited using the Bibliography and Referenced Cited section and need not be detailed in the Research Strategy.

Significance

- Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses.
- Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.
- Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved.

Innovation

- Explain how the application challenges and seeks to shift current research or clinical practice paradigms.
- Describe any novel theoretical concepts, approaches or methodologies, instrumentation or intervention(s) to be developed or used, and any advantage over existing methodologies, instrumentation or intervention(s).
- Explain any refinements, improvements, or new application of theoretical concepts, approaches or methodologies, instrumentation or interventions.

Approach

- Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. Include how the data will be collected, analyzed, and interpreted.
- Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the aims.
- If the project is in the early stages of development, describe any strategy to establish feasibility, and address the management of any high risk aspects of the proposed work.

4. **Preliminary Data** (no more than one (1) page)

Include relevant preliminary data (graphs, tables, micrographs, etc.) that support your hypothesis and are in line with your Specific Aims.

Note: The proposed preliminary data is to demonstrate that the Applicant has already initiated his/her research project, but not to demonstrate full competency in the Fellow's research approach.

5. **Environment** (limit to one (1) page)

Identify the facilities to be used (laboratory, clinical, animal, computer, office other). If appropriated, indicate their capacities, pertinent capabilities, relative proximity and extent of availability to the project. Describe only those resources that are directly applicable to the proposed work. Describe how the scientific environment in which the research will be done contributes to the probability of success (e.g.,

institutional support, physical resources, and intellectual rapport). In describing the scientific environment in which the work will be done, discuss ways in which the proposed studies will benefit from unique features of the scientific environment or subject populations or will employ useful collaborative arrangements.

6. **Literature Cited**
Authors, title, journal volume, pages, and year.
7. **Human Subjects - if applicable**
8. **Animal Safety - if applicable**
9. **Biosafety - if applicable**
10. **Budget:** Complete a budget form (use NIH budget form). Include percentage of time/effort for all persons. The PI must allocate 75% effort to research. A maximum of \$75,000 can be used for PI salary and benefits. Additional Divisional and Department funds can supplement PI salary funds to reach 75% research protected time. Do not include capital equipment. The upper limit on the total annual amount of funds to be awarded is \$100,000. Include an appropriate budget justification.
11. **Principal Investigator, NIH Biographical Sketch** (limit four (4) pages). List of current grants and grant applications submitted. Please include granting agency and specific aims of the current grants and submitted grants.
12. **Personal Statement by the Applicant** (one (1) page). A personal statement by the candidate describing his/her career goals, future commitment to research, and how this research project would help him/her to achieve these goals. Elaborate on your future, not on your past.
13. **Letters of Support from Division Head and Mentor:** The Division Head should clearly state the nature of faculty appointment and Divisional support for the Applicant i.e. a statement of time available for research, space available for the Applicant, and cost sharing for technicians, secretary, supplies and/or equipment. The letter should also state the relationship of the proposed work to the program goals of the Division and/or the Research Institute.

The Mentor's letter should describe his/her qualifications to supervise the research and career development activities of the applicant.
14. **Appendix** (reprints, not to exceed five (5) items please) include as PDF file.
15. **Front (Routing) Page with Appropriate Signatures**

Applications exceeding the page limit will not be considered. The font should be Arial, 11 point, and there must be no more than six lines of text within a vertical inch. Figures, charts, figure legends and footnotes may be smaller in size but must be clear and readily legible.

CHLA K12

Research Career Development Award (RCDA)

APPLICATION

Applicant: _____ Date _____

Faculty Sponsor: _____ Ext: _____ MS# _____

Division/Department: _____

Title of Research Project: _____

(PRINT OR TYPE)

- | | | | | <i>Approval #</i> |
|--------------------------|----------|-----------|--|-------------------|
| 1. Human Subjects | _____ No | _____ Yes | | _____ |
| 2. Laboratory Animals | _____ No | _____ Yes | | _____ |
| 3. Biohazardous material | _____ No | _____ Yes | | _____ |

If the answer to 1, 2, or 3 above is yes, please provide approval number or submit a request for approval to the appropriate Review Committee(s) [CCI, IACUC, RSC]. The contact persons are: **CCI** - Tom Keens x12265, **IACUC** - Stacy Kusumolkul x14832, **IBC** - Santiago Chambers x 12372.

4. _____
Signature of Principal Investigator Date

5. _____
Signature of Designated Mentor Date

6. Approval to submit Research Project:

Signature of Division Head Date

CHILDREN'S HOSPITAL LOS ANGELES
AWARD APPLICATION AGREEMENT
PROPOSAL WITH NO HUMAN SUBJECTS

This is to verify that the proposal entitled: _____

does not involve the study of human subjects, human tissue, or by-products (blood, urine, etc.), nor does it include any demonstrations, interviews, or examinations of human subjects. Should this study be amended to involve human subjects, the undersigned will present the amended protocol to the Committee of Clinical Investigations (CCI) and to the Research Institute for review and approval prior to commencement.

Date: _____

Signed: _____

Signed: _____

RCDF