

CTSC KL2 Mentored Career Development Program

Call for Applications

Deadline to submit: December 2, 2019, 10 a.m.

OVERVIEW

All applications must be submitted electronically in a single PDF file to:
Donna Van Dolah at dlvandolah@ucdavis.edu

The Clinical and Translational Science Center (CTSC) is pleased to announce a call for applications for the KL2 Mentored Career Development program.

The NIH-funded CTSC supports highly qualified junior faculty to conduct mentored, multidisciplinary, patient-oriented clinical research. Clinical research is defined as **(a)** patient-oriented research conducted with human subjects (or on material of human origin) that includes mechanisms of human disease, therapeutic interventions, clinical trials, and/or development of new technologies; **(b)** epidemiologic and behavioral studies; **(c)** health services and outcomes research. The period of support is for 2 years but may be extended for up to 3 years if funding and appropriate progress is made.

The goal of the program is to accelerate the career development of promising junior faculty, promoting their development as independent clinical multidisciplinary research investigators. The program will provide selected scholars with a salary up to \$110,000 plus benefits (up to \$145,090 in salary and benefits combined), as well as \$25,000 for travel and research expenses each year. Travel to the annual CTSA Translational Science meeting is mandatory in both years, and submission of an abstract is required for reimbursement of travel expenses.

Scholars in the KL2 program will:

- Obtain additional research training through participation in coursework, workshops, and/or individualized programs of study.
- Conduct a rigorous multidisciplinary clinical/translational research investigation relevant to their research interests.
- Be mentored by senior investigators from diverse backgrounds with a demonstrated track record of successfully developing the careers of junior colleagues.
- Utilize, and participate in, the activities and resources of the UC Davis CTSC, as well as a nation-wide consortium of 60 other NIH-funded CTSA sites. This will include a commitment to presenting their research progress at meetings and in seminars.

ELIGIBILITY REQUIREMENTS

- Junior faculty, either currently appointed or new recruits, with clinical professional degrees (M.D.; Ph.D. with clinical application; D.D.S.; D.M.D.; O.D.; D.O.; Pharm.D.; D.V.M.; or D.N.S.). Candidates with Ph.D.'s in the biological, social, or statistical sciences will be considered if they meet additional requirements below. Exceptionally promising applicants early in their academic career are particularly encouraged to apply.

Submission Deadline

December 2nd

CTSC KL2 Q&A Session

October 3, 2019
2 - 3 p.m.
CHT, Room 1331

**Electronic
Application deadline**
December 2, 2019

Notification of Finalist
week of January 13, 2020

**Formal Applicant
Presentations**
February 3, 2020

Notification of Award
week of February 20, 2020

Appointment Begins
July 1, 2020
or as negotiated

For more information:

Donna Van Dolah
Academic Program Mgr.
dlvandolah@ucdavis.edu

- Development of a multidisciplinary training and research plan.
- Identification of two well-qualified mentors from diverse fields of investigation.
- Plans to draw on the resources of the UC Davis CTSC to conduct research and training.
- Commitment to a career in clinical/translational research with evidence of significant productivity and promise.
- Applicants who were highly ranked but unfunded in previous award cycles are encouraged to re-apply.
- Applicant must be a United States Citizen or non-citizen national or have legal admission into the United States as a permanent citizen **at the time of application**.
- CTSC KL2 scholars may not be a Principal Investigator on an R01, R29 or subproject of a Program Project (P01), Center (P50, P60, U54) grant, mentored career development (K-series) grants, or other equivalent research grant awards. Also, CTSC KL2 scholars may not receive concomitant salary support from any other federal grant in the first year of KL2 funding.

APPLICATION

Candidates must submit a written application electronically in a single PDF file. Unless otherwise specified, the application should conform to the standard NIH organizational structure and NIH guidelines with respect to the details of formatting (e.g. font size, margins) and include the following components:

1. **Application cover sheet** (see attached)
2. **Research proposal** should include demonstration of the feasibility (allocation of KL2 award funds) of the proposal:
 - Specific Aims (limited to 1 page)
 - Research Strategy (limited to 5 pages)
 - Significance
 - Innovation
 - Approach
 - References (not included in the 6-page limit)
 - Budget (not included in the 6-page limit) for use of KL2 research funds: Please be advised that the research budget must be administered under the current NIH directive with respect to clinical trial research. The approved budget can only be used to offset research costs that do not directly support clinical trials. For example, KL2 funds may not be used to pay subjects or purchase medications. In addition, all funds must be managed by UC Davis, and not by off-site entities. As always, direct billing for services (such as assays) is permitted. All budgetary items should be reviewed and approved prior to initiating studies.
3. **Human Subjects considerations** in the planned research using the standard NIH format (Section E). This is to include a planned enrollment table.
4. **Career plans** (limited to 2 pages)
 - Career goals and aspirations
 - Education and training plan (including didactics, mentoring, and special activities)
5. **CTSC utilization** (limited to 1 page) describing how the applicant plans to draw on the resources of the CTSC.
6. **NIH Biosketches for both the applicant and mentors and any other co-investigator** (follow NIH guidelines for page limits and formatting) from the applicant, both mentors, and appropriate collaborators. The applicant's Biosketch should include all sources of current extramural funding and describe applicant's role, % effort and % salary support.
7. Evidence of **certification in human subject's protection**.
8. Three **letters of support** (see specific requirements below).

LETTERS OF SUPPORT (3)

1. Mentors: Because this is a program of mentored multidisciplinary clinical research, the letters of support from the mentors will be of great importance to the reviewers. Therefore, considerable attention should be paid to the requirements for the mentors' letter as described here:
 - The candidate will need to identify two mentors from distinct disciplines, each of whom will contribute to the applicant's program of research and training. The mentors' letter is to be jointly authored and cosigned by the 2 mentors. This letter must make clear how the disciplinary expertise of each mentor will contribute to the candidate's research and training plans. It should describe how the two mentors plan to work together and what each will contribute to the candidate's research and training. The mentors' letter must provide evidence of familiarity with the candidate's research and educational/training program. Ideally, the mentors will guide the candidate in the development of the research proposal to be submitted as part of this application.

- The mentors' letter should describe their degree of involvement in the preparation of the application. The mentors' letter should also describe specific plans for the frequency of contact between the mentors and the applicant and identify expectations for candidate productivity (i.e. expectations regarding manuscripts, submission of applications for extramural funding, etc.). They should indicate a willingness to complete the required semi-annual documentation of mentee progress and participate in seminars with the other scholars and their mentors. Finally, each mentor should describe their experience with mentoring and provide a table identifying prior mentees, their current positions, and any evidence of their mentees' research productivity.
2. Department Chair: This letter must include a commitment to provide the applicant with at least 75% release time (50% release time for surgeons) from any clinical, educational, or administrative responsibilities. In addition, it should comment on the chairman's opinion regarding the applicant's qualifications for a career as an independent clinical research scientist and discuss how the applicant's work will contribute to and is consistent with goals of the department.
 3. Another individual who can comment on the applicant's qualifications for a career as an independent clinical/translational research scientist: This may include a letter or combined letter from collaborators.

CALENDAR AND DEADLINES

The calendar for the application and review process is as follows:

1. **CTSC KL2 Program Q&A session** **October 3, 2019**
2-3 p.m., CHT, Room 1331, UC Davis Health
2. **Deadline for electronic submission** of all candidate application materials, including letters **December 2, 2019 at 10 a.m.**
3. Notification of finalist status approx. week of January 13, 2020
4. Interviews with finalists February 3, 2020
(Please keep your schedule clear from 8 a.m. - 7 p.m. on the day of the interviews.)
5. Notification of results of review approx. week of February 20, 2020
6. Start date for fellowship July 1, 2020
(date to be established in discussion with the scholars' department Chair.)

REVIEW AND SELECTION PROCESS

Each application will be reviewed by 3-4 members of the selection committee. Applications scored in the upper half will be considered for finalist status. Announcement of finalist status will occur during the week of January 13, 2020 (approximately). Finalists will be interviewed by members of the Selection Committee on February 3, 2020.

EVALUATION CRITERIA

1. Preparation of the applicant for success as a clinical/translational researcher
2. Quality of the research plan, including importance, innovation, methodological rigor, and feasibility
3. Career and mentoring plan
4. Integration with CTSC

Reviewers evaluate each of the above categories for each application, and an overall impact score (following the NIH scale) is determined. Reviewers also provide a supplemental written evaluation identifying major overall strengths and limitations of each application. A summary of review comments and scoring will be provided to applicants after final selections are made.

For more information, please visit our website at: <https://health.ucdavis.edu/ctsc/area/education/kl2/index.html>

If you have any questions regarding the application process, please contact Donna Van Dolah, Academic Program Management Officer, dlvandolah@ucdavis.edu or at (916) 703-9194.

PROGRESS OF SCHOLARS AND ANNUAL RENEWAL PROCESS

Once selected, scholars are required to submit human subjects project information to **NCATS, submission is due April 1, 2020**. Scholars and their mentors will meet on a regular basis, agree on productivity goals, and discuss the scholar's progress. This will be a proactive process designed to identify and overcome any barriers to success, facilitate access to CTSC resources, and promote accelerated career development through networking. Scholars will also present their work in progress at a combined annual retreat for CTSC training programs and will work with the Directors of the CTSC and Education Core to help advance the CTSC mission by serving on committees and assisting in the recruitment and training of scholars in other CTSC educational programs. In addition, scholars will be asked to provide advice and feedback regarding the success of this program and methods for improving it.

Documentation from both scholars and their mentors will be submitted at regular intervals. It is expected that scholars will submit for an independent K or R award (dependent on their level of training) during their 2nd year of the program.

Scholars may request review of this award at the end of the first year of funding. Continuation of support for the 2nd year is contingent upon meeting programmatic, professional, and productivity expectations identified above and availability of KL2 funds. Support for a 3rd year in the program will be contingent on meeting the programmatic, professional, and productivity expectations identified above and availability of Departmental and Institutional funds for support.

CHECKLIST OF MATERIALS TO BE SUBMITTED

Candidates must submit an electronic application **in a single PDF** with the following documents no later than **Monday, December 2, 2019 by 10 a.m.**

- Application cover sheet (see below)
- Research proposal
- Human Subjects section and planned enrollment table
- Career plans/CTSC utilization
- Description of training and/or educational program
- NIH Biosketches from both the applicant and the mentors
- Evidence of certification in human subject's protection
- Letters of support

**UC Davis Clinical Translational Science Center
CTSC KL2 Award
Application Cover Sheet**

This form must accompany your electronically submitted application package.

Deadline: December 2, 2019 by 5 p.m.

Name (Last, First, Middle Initial): _____ Degree(s): _____

Department(s): _____

Professional title(s): _____

Work #: _____ Home/Cell #: _____

Pager #: _____

Preferred email address: _____

Permanent mailing address: _____

Title of Project: _____

Letters of support: Please list names, titles, affiliations, phone numbers and email addresses.
List each mentor separately and have all mentors jointly sign one single letter of support.

Mentor #1 Name and Degree(s):	
Department/Affiliation:	Phone #:
Title:	Email address:

Mentor #2 Name and Degree(s):	
Department/Affiliation:	Phone #:
Title:	Email address:

Department Chair Name and Degree(s):	
Department/Affiliation:	Phone #:
Title:	Email address:

Please complete this Demographics Information form
(For grant-reporting purposes only – CTSC KL2)

Applicant name: _____

Age: _____ years

Date of Birth: _____ (dd/mm/yyyy)

Gender: Male

Female

Racial Category (“X” or click on those with which you identify):

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or another Pacific Islander
- White
- More than one race
- Unknown (*individuals not reporting ethnicity*)

Ethnicity Category (“X” or click ONLY one with which you MOST CLOSELY identify):

- Hispanic or Latino
- NOT Hispanic or Latino
- Unknown (*individuals not reporting ethnicity*)
- Other (please specify) _____

Disability or Disadvantaged:

Do you have a disability or are you from a disadvantaged background?

- Yes No Mobility/Orthopedic Impairment Hearing Visual Other

If Yes, please explain: _____

Citizenship:

- United States
- Other (please specify) _____

Date Informed Consent Signed: _____ (dd/mm/yyyy)