

# CTSC KL2 Mentored Career Development Program Call for Applications

**Deadline to submit — Thursday, December 1, 2022, by 10 a.m.**

All applications and supporting documents must be **submitted electronically in a single PDF file** to Donna Van Dolah at [dlvandolah@ucdavis.edu](mailto:dlvandolah@ucdavis.edu)

## OVERVIEW

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. Funding support is yearly (for up to two years if acceptable progress) but may be extended for up to three 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 \$115,000 plus benefits (up to \$145,090 in salary and benefits combined), as well as \$25,000 for travel and research expenses each year. Attendance (virtual or in-person) at the annual CTSA Translational Science meeting is required 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 mid-career/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, and a nation-wide consortium of 60 other NIH-funded CTSA sites. This will include a commitment to attending various seminars and presenting their research progress at monthly meetings.

## 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 the additional requirements below. Exceptionally promising candidates early in their academic career are particularly encouraged to apply.
- Scholars supported under the KL2 component must have a research or health-professional doctoral degree or its equivalent.
- Candidates must have a full-time appointment at the applicant institution or a partnering institution. Support is provided in 12-month appointments.

## APPLICATION INSTRUCTIONS

### CTSC KL2 MENTORED CAREER DEVELOPMENT TRAINING PROGRAM

- The Institutional Career Development Core will support early-career post-doctoral translational researchers. In keeping with the type of mentoring and career development being provided by the CTSA Program, a KL2 scholar candidate who is already in the process of applying for an independent mentored career development grant, a P01 grant, or R01 grant is likely too senior for the KL2 award.
- 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.
- Candidates who were highly ranked but unfunded in previous award cycles are encouraged to re-apply.
- Candidate 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**.
- At the time of their appointments, scholars must not have pending an application for any other PHS mentored career development award (e.g., K07, K08, K22, K23) that duplicates any of the provisions of the K component. Former or current PDs/PIs on any NIH research project grant [this does not include NIH small grants (R03), exploratory developmental (R21) or SBIR, STTR (R43, R44 grants)] or equivalent non-PHS peer-reviewed grants that are over \$100,000 direct costs per year, or project leaders on sub-projects of program project (P01) or center grants (P50) are NOT eligible to participate as scholars. Appointed scholars are encouraged to apply for individual mentored K awards (e.g. K07, K08, K22, K23) and independent awards (R01, R03, R21); if successful, scholars may be required to reduce effort on the mentored career award to a minimum of six-person months and hold concurrent support from their mentored career award and a competing PHS research grant on which they are the PD/PI or component lead or terminate the KL2 appointment depending on program requirements (See [NOT-OD-08-065](#)).

## 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** - **Applicants are encouraged to develop the research component of their proposal with biostatistical assistance.** Applicants 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.

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3. **Human Subjects considerations** (expand on approach and include a targeted/planned enrollment table, <https://grants.nih.gov/grants/funding/phs398/enrollment.pdf>.  
**Quick Links:** <https://grants.nih.gov/grants/how-to-apply-application-guide/forms-e/general/g.500-phs-human-subjects-and-clinical-trials-information.htm>  
**IACUC considerations** in the planned research. UCD Office of Research IACUC Policies and Guidelines: <https://research.ucdavis.edu/policiescompliance/animal-care-use/iacuc/iacuc-policies-and-guidelines/>
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 (NEW format) for both the applicant and mentors and any other co-investigator** (follow NIH guidelines for instructions including page limits and formatting based on [NOT-OD-21-073](https://grants.nih.gov/grants/forms/biosketch.htm), new requirements starting May 2021, <https://grants.nih.gov/grants/forms/biosketch.htm> from the applicant, both mentors, and appropriate collaborators. The applicant's Biosketch should include all sources of current extramural funding and describe the applicant's role, % effort, and % salary support.
7. Evidence **of certification in human subject's protection.**  
<https://research.ucdavis.edu/policiescompliance/irb-admin/outreach/citi/>
8. Three **letters of support** (see specific requirements below).
9. **Biostatistics** - Where appropriate, applicants should include relevant biostatistical considerations in their proposed research.

### 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 two mentors. This letter must make clear how the disciplinary expertise of each member 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 evidence of their mentees' research productivity.

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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 also 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:

<b>CTSC KL2 Program Q &amp; A Session</b> To reserve space in the KL2 Q&A, RSVP to Donna Van Dolah, <a href="mailto:dlvandolah@ucdavis.edu">dlvandolah@ucdavis.edu</a> , no later than <b>October 10, 2022</b> .	<b>October 13, 2022</b> <b>8 – 9 a.m. (virtual)</b>
<b>Deadline for electronic submission</b> of all application materials, including letters	<b>December 1, 2022</b> <b>by 10 a.m.</b>
<b>Notification of finalist status</b>	<b>Week of January 22, 2023</b>
<b>Interviews with finalists</b> (Please keep your schedule clear from 1 – 3:30 p.m. on the day of the interviews. Candidates will be notified of presentation time and other instructions.)	<b>February 13, 2023</b> <b>1 – 3:30 p.m.</b> (times to be confirmed)
<b>Notification of results</b>	<b>Week of March 1, 2023</b>
<b>Start date for fellowship</b> (Start date to be established in discussion with the scholar and department chair.)	<b>June 1, 2023</b>

**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 22, 2023 (approximately). Finalists will be interviewed by members of the Selection Committee on February 12, 2023, between 1 – 3:30 p.m.

**EVALUATION CRITERIA**

1. Preparation of the applicant for success as a clinical/translational researcher, including grant submission plans following the KL2
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 candidates after final selections are made.

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**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](mailto: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 as soon as possible but no later than Friday, March 31, 2023.**
- Scholars and their mentors will meet regularly, 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 be expected to attend educational/career development seminars provided throughout the year.
- 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.
- Scholars will be asked to provide advice and feedback regarding the success of this program and methods for improving it via focus groups.
- 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 the 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 **Thursday, December 1, 2022, by 10 a.m.** to Donna Van Dolah, [dlvandolah@ucdavis.edu](mailto:dlvandolah@ucdavis.edu).

- Application cover sheet
- Research proposal
- Human Subjects / IACUC section and planned enrollment table
- Career plans/CTSC utilization
- Description of training and/or educational program
- NIH biosketches (current NIH format effective May 25, 2021), from the applicant and the mentors
- Evidence of certification in human subject's protection
- Letters of support