Request for Applications for the Department of Urology Pilot Award
Urologic Oncology

The Department of Urology is soliciting applications to fund pilot projects. We anticipate funding up to two pilot awards in the 2016 fiscal year. Projects must be focused on urological cancers (bladder, kidney, prostate, testes).

The purpose of this RFA is to provide initial funding for unfunded projects, which would become eligible for further funding after preliminary data has been gathered. It is not intended to replace old funding or supplement other funding.

Eligibility Criteria:
At least one member of the research team must be appointed in the Department of Urology and must commit to publishing jointly.

Funding Source:
Awards will be supported by funds from a private donation made to the Department of Urology in the School of Medicine.

Budget (excel form):
The maximum budget for these one-year awards is $25,000. Salaries for faculty members are NOT allowed in the application budget. In addition, budgets may NOT include funding for travel or for the purchase of computers or other equipment unless it can be justified as essential to the project.

Application requirements and format:
Applications should be prepared using the templates provided (adapted from PHS Form 398). Font size should be no smaller than 11 point, preferably Arial. The font size for figures, figure legends, charts, and tables may be smaller, but must be legible. Margins should be at least 0.5”. Pages should be numbered sequentially.

Proposals should be organized as follows:

1. Cover Page (template provided)
2. Project Summary and key personnel (template provided)
3. Budget (excel template provided)
4. Budget Justification
5. Biographical sketch for PI (new format- Version C)
6. Biographical sketches for other Key Personnel (new format- Version C)
7. 3-page Research Plan (use continuation page)
   - Hypothesis and specific aims
   - Background and significance
   - Preliminary data (if applicable)
   - Work proposed
8. Literature citations
9. Letters of collaboration (optional)
*Appendices are not allowed

Application Submission:
Submit completed applications to Evie Garcia-Rodriguez via email at garciaee@uthscsa.edu by 5pm on March 1, 2016. NO LATE APPLICATIONS WILL BE ACCEPTED.
• Applications must be in PDF format. **Applications will not be accepted in any other format.**
• The application file should be named as follows: “PI Last name, first and middle initials Urology Cancer Pilot2016” (Lastname_FMI_UrologyCancerPilot2016).

**Reporting:**
Progress Reports must be submitted to Evie Garcia-Rodriguez via email at garciaee@uthscsa.edu two months before the end of the funding period. Principal Investigators will receive a reminder a month in advance for the progress report. If, due to extenuating circumstances, an extension is required, it must be requested prior to the progress report due date. Please address any such requests to Evie Garcia-Rodriguez via email at garciaee@uthscsa.edu.

**Review Process:**
Applications will undergo peer review and receive priority scores to determine which projects will be funded. A total of two projects will be funded this fiscal year. If insufficient meritorious applications are received for this RFA, funds will be carried over or used to support other priorities deemed necessary by the Department of Urology Research Executive Committee.

**Review Criteria:**
Submitted pilot projects will be evaluated for:
• Significance of the topic investigated
• Innovation and the potential to enhance knowledge base
• Potential for future peer-reviewed funding and its timeline
• Scientific and operational feasibility
• Qualifications and demonstrated competence of the investigators and key personnel to conduct the proposed research
• Appropriateness of the budget to the work proposed
• Responsiveness to the RFA

**Questions:** Questions may be addressed to Evie Garcia-Rodriguez, via email at garciaee@uthscsa.edu.

**Deadline:** 5 p.m. on March 1, 2016.

**Award Date:** The earliest anticipated date of award is April 1, 2016.

**Terms and Conditions:**

**Use of Funds:**
• No salaries for faculty are allowed on this award.
• Any funds remaining at the end of the award period will be returned to the Department of Urology and a deficit balance will be the responsibility of the Principal Investigator to cover.

**Re-budgeting:**
• Re-budgeting within 25% of the approved budget is allowed without prior approval. Re-budgeting over 25% must first be approved by the Department of Urology Research Executive Committee.

**General:**
• Acceptance of this award funding constitutes acceptance of the policies and compliance requirements of the award. This includes the submission of progress reports in the time frame established by the Department of Urology.
• Please be aware that all issued pilot awards now include an administrative review. The failure to comply with the reporting requirements of your award can impact this score on future pilot applications.