

## 2021 TRI KL2 Mentored Research Career Development Scholar Awards

### Request for Applications

The UAMS Translational Research Institute (TRI) is pleased to invite full applications for the 2021 TRI KL2 Mentored Research Career Scholar Awards. KL2 Scholar Awards are part of the TRI Career Development Scholars Program which provides support for early career UAMS faculty with a professional degree (M.D., Ph.D., Pharm.D., D.N.P., Dr.PH., D.O., etc.) who are committed to an academic career in multidisciplinary clinical or translational research. The Program is a two-year program of intensive training in clinical and translational science research, combining an innovative educational program with mentored clinical/translational science research. KL2 Scholars are funded by the Clinical and Translational Science Award (CTSA) Program and will receive:

- Salary support/stipend of up to \$95,000 (including fringe) per year. Scholars are required to dedicate a minimum of 75 percent effort to the program; therefore, the sponsoring department or college may be required to supplement support to meet the 75 percent salary. Salary supplementation may be from a variety of sources, but must be in accordance with [NIH Grants Policy on Research and Career Development Awards](#).
- Up to \$25,000 of non-salary support per year, which can be used for research, tuition, travel expenses, educational materials in support of the scholar's career development plan, or other costs related to the scholar's research project.

### Important Dates

- January 14, 2021: KL2 Scholar Awards Informational Session (1:00 p.m. – 2:00 p.m. Zoom Meeting ID: 954 6374 7247 Passcode: 791281)
- February 1, 2021 **by 4:00 p.m.**: Letter of Intent (LOI) due (non-binding)
- February 26, 2021 Required Pre-Reviews and Authorizations Due (see Application and Awardee Requirements section below) **These include departmental and institute level reviews (e.g., Protocol Review and Monitoring Committee for studies done with cancer patients)**
- March 12, 2021 **by 4:00 p.m.**: Proof of regulatory submission (see Application and Awardee Requirements section below)
- March 19, 2021 at **12 p.m. (noon)**: Full applications due
- Week of April 26, 2021 (Tentative): Finalist Interviews
- May 3, 2021: Awardees Notified
- May 3- 31, 2021: Required Biostatistics Epidemiology Research and Design (BERD) and Comprehensive Informatics Resource Center (CIRC) Consultations
- June 1- 30, 2021 Prior Approval Process for KL2 Funded Scholars
- July 1, 2020: Scholar start date and earliest possible project start date
- **PROOF OF REGULATORY APPROVAL (OR DETERMINATION OF NONHUMAN SUBJECT RESEARCH from the IRB) MUST BE SUBMITTED TO NIA INDELICATO VIA [EMAIL](#) BEFORE June 1, 2021.**

### Program Description

The vision of TRI is to be a collaborative, statewide network for research that promotes health and reduces disease, regardless of race, ethnicity, socioeconomics, age, or geographic location. Our mission is to develop new knowledge and approaches that will address and positively impact the complex health challenges of Arkansas' rural and

underrepresented populations. We seek to build a thriving research community across Arkansas that helps researchers turn their discoveries into widely accessible health solutions. The overarching goal of our TRI Career Development Scholars Program is to increase the number of outstanding translational scientists who conduct innovative research on health issues that impact the residents of Arkansas and the U.S. The KL2 Scholar Awards are designed to support the research career development of promising early career faculty and enhance successful transition into research independence and leadership at their respective institutions and nationally. The Program focuses on the *very best of the best* junior faculty who are committed to a research career in clinical and translational science. KL2 Scholars will dedicate 75 percent effort to participate in a two-year program that includes both didactic and practical research training.

Candidates must identify a primary mentor and mentoring committee, propose a feasible research project, and outline a career development plan that includes didactic training based on need and interest and as related to their research and career development plans. This training can take several forms including enrollment in selected university courses, continuing education courses, or short/concentrated courses/tutorials in areas of expertise. These educational resources are used to individualize the formal training for each scholar and enhance their capacity to excel in their chosen research. Successful KL2 Scholars will have submitted a federal grant as principal investigator and published results from their research by the conclusion of the two-year period of support.

## Eligibility

Qualifications for the TRI Career Development Scholars Program and the KL2 Scholar Awards:

- A doctoral-level degree in a health discipline that can be applied to clinical or translational research. These degrees include, but are not limited to, M.D., Ph.D., Pharm.D., D.N.P., Dr.P.H., or D.O.
- **Candidate must be a U.S. citizen, non-citizen national or permanent resident. Individuals on temporary or student visas are not eligible.**
- Candidates must be committed to a career focused on multidisciplinary clinical or translational research.
- Full-time faculty at UAMS, UAMS Northwest Campus, Arkansas Children's Hospital and its Research Institute (ACHRI), or the Central Arkansas Veterans Healthcare System (CAVHS) who hold non-temporary positions at the rank of instructor or above are eligible for TRI Pilot Awards.
- Candidates must be able to devote 75 percent professional effort to the program for a minimum of two years (some physicians with large clinical burdens may request a lower level of support, but not less than 50 percent).
- Candidates must have the support of a mentoring team approved by the program and the approval of their department chair.
- Candidates are not allowed to have served as principal investigator on a National Institutes of Health (NIH) R01, a subproject of a Program Project (P01) or Center (P50, P60, U54) grant, have a career development grant (K23, K08, K01), or other equivalent grant award.
- Applicants who are dually employed by UAMS and the Veterans Administration may be restricted from receiving a KL2 Scholar award, depending upon the extent of commitment (percent effort) to the VA. Federal salaries cannot be considered part of the required 75 percent institutional commitment.
- The TRI Career Development Scholars Program welcomes and encourages members of under-represented minority groups, individuals with disabilities, and individuals from NIH-defined disadvantaged backgrounds to apply.

## Support Details

KL2 Scholars receive their funding through the Clinical and Translational Science Awards Program (The CTSA is the main funding mechanism for TRI). KL2 Scholar appointments are supported by CTSA funds for their first year and institutional funds for their second year. We expect to award three KL2 Scholarship Awards for the 2020 Cycle.

In the event that there are additional qualified and merited applicants, and the funds are available, we may elect to award additional Institutional Scholar appointments for the 2021 Cycle. More information about the difference between KL2 Scholars and Institutional Scholars can be found on our [website](#) and on the [FAQ page](#).

### **Special Cancer Researcher Award for 2021 Application Period**

The Winthrop P. Rockefeller Cancer Institute is sponsoring **one Institutional Scholar** award for the purposes of furthering innovative cancer research. Applicants interested in pursuing this special Scholar award should check the “cancer researcher” box on both the LOI cover page and page 1 of the application packet. Checking this box does not disqualify you from receiving a general KL2 Scholar award, it is merely an administrative indicator. Research projects awarded through this mechanism are not subject to NCATS review.

Please note that all cancer related research (whether awarded through a general KL2 Scholar Award or the Cancer Institute Institutional Scholar award) must go through a two-stage scientific review within the Cancer Institute to meet standards set by the National Cancer Institute. The first review in the appropriate Disease Oriented Committee (DOC) provides multidisciplinary review of the concept and protocol by a team of disease site experts. The second stage review by the Protocol Review and Monitoring Committee (PRMC) provides a more in depth scientific, statistical and feasibility review by cancer clinical research experts. IRB submission can be pursued once DOC approval has been obtained (see the “Required Pre-Reviews and Approvals” and the “Regulatory Requirements” sections below).

### **Mentoring, Mentored Research, and Research Career Development Plan**

#### ***Primary Mentor and Mentoring Committee***

KL2 Scholar Award candidates must identify a primary research mentor and mentoring committee and submit a feasible research proposal and research career development plan in their chosen field of study. The selection of a research mentor is one of the most important components of the application. The primary mentor must have expertise in the Scholar’s area of research, current extramural research funding, a history of successful mentoring, and be willing to provide opportunities for the Scholar to conduct the research project and provide oversight of the Scholar’s research and research career development. The primary mentor must sign a contract agreeing to serve as the primary mentor, express a strong commitment to the Scholar’s successful career development, serve as primary supervisor for the Scholar’s research project, seek opportunities to promote the scholar’s scientific career, and be willing and able to meet with the scholar at least weekly for the duration of their award. TRI will pay 5 percent of the primary mentor’s salary for the duration of the scholar’s involvement in the Program.

Candidates for a KL2 Award must also have a mentoring committee (up to 4 members) who will provide feedback and additional mentoring in selected areas. At least one member of the mentoring team must be from a different department, division, or discipline than the mentee. Identifying a primary mentor and one or more co-mentors can be accomplished by utilizing knowledge of existing research programs, or you may contact the Program Leadership Team for assistance in identifying potential mentors. Cancer Researcher Institutional Scholar Award applicants must include at least one mentor from the Winthrop P. Rockefeller Cancer Institute on their proposed mentoring committee.

#### ***Research Project***

Applicants must propose a feasible clinical or translational research project that is supervised by a primary mentor and mentoring committee. The research project should be designed as a pilot project to set the stage for an individual K-award application, or otherwise establish a foundation for a subsequent individual R-award application.

TRI defines **translational science** as that which transforms scientific discoveries arising from laboratory, clinical, or population studies into clinical applications to reduce disease incidence, morbidity, and mortality. TRI conceptualizes translational research as occurring on a bi-directional continuum of T1 through T4 research that addresses human

health questions and creates human health interventions.

**T1** research is the transfer of discovery of disease mechanisms in the laboratory to the development of new methods of diagnosis, therapy and prevention, and the first testing in humans. This is where basic science discoveries are applied to human health and early clinical trials usually occur (Phase 1). **Testing of therapeutics using established animal models of disease is considered T1 research, but is not funded through the TRI Career Development Scholars Program.**

**T2** is the translation of results from early clinical studies into everyday clinical practice and health decision making. Research is expanded to larger patient populations in Phase 2 and 3 clinical trials, observational studies or survey research in target populations. New discoveries can result in the need for more translational research in basic sciences (T2→T1), or influence T3 research (T2→T3).

**T3** attempts to improve the incorporation of research discoveries into day-to-day clinical care. During this stage, dissemination and implementation research are used to answer such questions as: “Is treatment X being used in the community at large, and if not, why?” This stage focuses on the identification of new clinical questions, barriers and gaps in care related to treatment X.

**T4** seeks to evaluate the real world health outcomes of population health practice. This stage includes new policy or outcomes research, such as whether existing laws for insurance reimbursement allow equal access or implementation of treatment X to target populations, or how treatment X compares to other standard-of-care practices. If T1→T3 studies reach their goals and data indicate efficacious practices or results, new policy or outcomes research is engendered in T4.

TRI seeks Scholars with research projects that address urgent research translation needs that have high potential for impacting one or more translational roadblocks, facilitate research integration into the clinical environment and/or health-care systems, and/or encourage rapid results translation.

**Priority will be given to investigators who:** 1) are likely to obtain extramural funding; 2) utilize data (e.g. UAMS data warehouse, publicly available data) and/or analytics approaches; 3) have high potential for a rapid transformative impact on human health or healthcare delivery; 4) facilitate new, multi- disciplinary research collaborations; 5) include children and/or older adults in their projects; 6) facilitate translational research across the lifespan; and 7) increase participation of individuals from rural and underserved populations (including minorities, individuals with low health literacy, and populations with health disparities).

### ***Research Career Development Plan***

Applicants must propose a research career development plan developed by the candidate with their primary mentor and mentoring committee. The career development plan outlines the research interests/goals and how and why the Program is important to and will help achieve these objectives as well as future research career success. The career development plan may include planned participation in lab meetings or journal clubs; attendance at research conferences; formal coursework on clinical and translational science topics; participation in additional training experiences in clinical or basic science; or informal educational activities such as short courses or workshops. The career development plan also includes a timeline of plans for the development and submission of an extramural grant application for continued career development or other research support.

## **Application and Awardee Requirements**

**Required Pre-Reviews and Approvals:** Depending on the details of the project, there may be required pre-reviews and/or approvals needed. For example, **all cancer related studies must receive PRMC approval before proceeding with an IRB submission**; qualitative projects now require review by TRI qualitative researchers. TRI Program staff will use your LOI to

determine which pre-reviews and/or approvals you will need to proceed. All pre-reviews and approvals must be completed by February 26, 2021 in order to proceed with your application.

**Budget Review:** All applicants must send their proposed budget and budget justification to Laura Wilson for review and approval. Applicants should send their draft budget and budget justification to Laura via [email](#) by March 5, 2021 in order to ensure enough time for review. Once your budget has been reviewed and approved, **you will receive an email from Laura stating that your budget is cleared for submission. Please attach a copy of that email to your application packet after your budget justification.**

**Regulatory Requirements:** Projects must be submitted to the relevant research regulatory body (IRB and/or IACUC) for approval by March 12, 2021 and must receive full approval, if applicable, before June 1, 2021. **Projects exempt from IRB submission must provide an official letter from the IRB stating that the proposed research has been determined as non-human subjects research.** Proof of IRB and/or IACUC submission OR a non-human subjects determination letter should be [emailed](#) to Nia Indelicato by 4:00 p.m. on March 12, 2021.

Receipt of a human subjects research determination request DOES NOT satisfy the requirement for proof of IRB submission. Proof of IRB submission is satisfied by: 1) a non-human subjects determination letter, or 2) proof from CLARA that your protocol has been submitted for IRB review. For projects that incorporate animal research, please submit a copy of an email from IACUC certifying that your request has been submitted for review.

**BERD Consultation:** Between May 3 and May 31, 2021 Scholars are required to meet with a representative from BERD (Biostatistics, Epidemiology, and Research Design) for consultation on their planned research design and methods.

**CIRC Consultation:** Between May 1 and May 31, Scholars are required to meet with a representative from CIRC (Comprehensive Informatics Resource Center) for consultation on the informatics needs of their project.

**NCATS Prior Approval:** **Before any human subjects research can begin, each recommended project must undergo scientific review by the National Center for Advancing Translational Sciences (NCATS).** Awardees are required to submit all requested Prior Approval documents to TRI program staff no later than June 1, 2021. More information will be provided to awarded Scholars in May.

## Scholar/Awardee Responsibilities

The TRI Career Development Scholars Program and the KL2 Scholar Awards are associated with awardee/scholar responsibilities. Consider these requirements carefully prior to submitting your application. Failure to adhere to the scholar responsibilities will result in suspension of the project and the scholar being ineligible to receive future support from any TRI program.

- **Mentor/Mentee Contract:** Scholars must sign a Mentor/Mentee contract, and communicate with their primary mentor at least weekly for the duration of their award.
- **Individualized Career Development Plan (IDP):** Scholars must meet with the Program Co-Directors and mentoring team bi-annually to review their IDP and progress in meeting goals of the plan, as well as address any problems that may occur.
  - In addition, Scholars will complete a core competency self-assessment to identify strengths and gaps that will direct ongoing development of a Scholar's training program.
- **Orientation Meeting:** Scholars are required to attend a TRI Career Development Scholars Program orientation meeting. The date/time of this meeting will be announced following the notice of award. Information regarding available TRI resources and services will be presented at this mandatory meeting.
- **RCR Training:** Scholars must complete the NIH requirement of Responsible Conduct of Research training within the two-year award period. UAMS offers an RCR course (8 credit hours) through the Office of Research Compliance. Details are available at: <https://orc.uams.edu/compliance-education-program/responsible-conduct-of-research->

[training/](#)

- **Training Meetings:** Scholar attendance and participation is required at all Research Fundamentals, TRI Research and Career Seminar Series meetings, Work In Progress presentations, K Club Meetings, and quarterly Directors' Meetings.
- **Team Science Training:** Scholars must complete Team Science Online Learning Modules and attend TRI- sponsored seminars on team science.
- **K to R (KTR) Program:** Scholars must complete the online [K-Paseo program](#) (offered through the university of Utah), which is an 8-session series that covers each section of a K-grant application in detail.
- **Extended Career Development Training Options:** Scholars must attend a minimum of 6 research management and professional development sessions per year. The menu of available seminars and courses will be listed on the TRI website.
- **Annual ACTS Meeting:** Scholars are required to attend the annual Translational Science Meeting of the Association for Clinical and Translational Science (ACTS), and submit an abstract for this conference each year. Grant funds may be used for this purpose.
- **Progress Reports:** Scholars are required to provide quarterly progress reports providing updates on research progress, coursework, mentor meetings, RCR training, etc. Depending on the progress in achieving appropriate milestones, a Scholar could be required to submit additional progress reports.
- **Final Report:** A final research report and a final expenditure report are due within 60 days following the close of the grant term.
- **Annual Reports:** Scholars are required to submit progress reports annually for the two years following the project completion date.
- **Evaluation Requests:** Scholars and mentors are required to complete all requests for evaluation surveys.
  - **Scholar Core Competency Assessment:** at the beginning and end of program
  - **Scholar Evaluation of Mentor:** at the beginning of year 2 (complete one for each mentor)
  - **Mentorship Effectiveness Scale:** at the end of the program (complete one for each mentor)
  - **Mentor Competency Self-Assessment:** at the beginning of the program
  - **Mentor Self-Reflection:** at the beginning of year 2 (each mentor should complete one)
  - **Mentor Evaluation of Scholar:** at the end of the program (each mentor should complete)
- **Information Requests:** Scholars are required to comply with information requests (publication, grant, and other impact related information) from TRI for 15 years following their project completion date.
- **Scholarly Expectations:** As part of the successful execution of the project, Scholars are expected to submit at least 3 manuscripts to peer-reviewed scientific journals by the end of year two of the Program. At least two should be first or second author, and at least two should represent original research. Depending on a Scholar's progress and area of study, a follow-up K- or R- level proposal should be submitted or under development by the end of year two.
- **TRI Acknowledgments:** Scholars must acknowledge support of TRI in any news releases, articles, or publications relating to the funded project or its results, and a copy of these materials must be provided to TRI. Failure to properly acknowledge TRI may result in the scholar being ineligible to receive future support from any TRI program.
- **Changes in Scope:** Changes in the scope of work, mentor changes, and significant budget changes must be approved in writing by the Program Directors. The Scholar must notify TRI in writing if they are unable to complete the project and must terminate the award.
- **Compliance:** Scholars must comply with the Health Insurance Portability and Accountability Act (HIPAA) (45 C.F.R. Parts 160 and 164) and other research and confidentiality requirements described in the University of Arkansas for Medical Sciences (UAMS) Administrative Guide.
- **Regulatory Approval:** Scholars must provide current documentation of all necessary regulatory approvals (e.g., Institutional Review Board (IRB) and Department of Occupational Health and Safety).



## Letter of Intent Content and Instruction

Applicants are required to submit a non-binding Letter of Intent (LOI). The due date for LOIs is **February 1, 2021 at 4:00 p.m.**, but extension may be granted if approved by program leadership. The LOI coverage and instructions can be downloaded [here](#). Information included in your LOI is not binding. Program administration will be using the information provided to better help plan and prepare for proposal reviews. LOI should be submitted via [email](#) to Nia Indelicato.

## Application Content and Instructions

Applications should include the following components arranged in the specified order and page numbered sequentially.

1. Application Form Pages 1 and 2. (Click [here](#) to download the forms).
2. A short cover letter requesting consideration for the KL2 Scholar Award, the proposed primary mentor and mentoring team, your career development and goals, and how the Award will further your goals and objectives (two page maximum). Please include this cover letter after the information forms (page 1 and 2) in the application packet.
3. A copy of your NIH formatted biosketch (using the current format). A sample and form is available online at <https://grants.nih.gov/grants/forms/biosketch.htm>.
4. NIH-format biosketches (using the current format) for your primary mentor and mentoring committee. A sample and form is available online at <https://grants.nih.gov/grants/forms/biosketch.htm>.
5. Other Support Documents for **you and each mentor** using the NIH format and guidelines available at <https://grants.nih.gov/grants/forms/othersupport.htm>.
6. Completed Table A (included as the last page of the application packet)- A summary of all mentors' training experience arranged by mentor, with primary mentor listed first. Please include each proposed mentor's post-doctoral mentees over the last 10 years. Table A should include:
  - a. The name of the Mentee
  - b. The dates of the training period
  - c. Prior academic degrees of the mentees
  - d. Prior academic degree institutions
  - e. Title of research project
  - f. Current position of past trainees/source of support for current trainees
7. An Individualized Career Development Plan addressing the items listed below. (Five page maximum). A candidate's entire mentoring team should be directly involved in forming and modifying the Individualized Career Development Plan. See [Suggestions for a Good Career Development Plan](#) for more information.
  - a. Brief summary of career path to date. This should include a critical self-appraisal of training needs and description of how the mentor and mentoring committee will meet these needs.
  - b. Description of overall career goals (both short and long term), including a plan to incorporate a multidisciplinary approach.
  - c. Descriptions of desired training and how the training in the TRI Career Development Scholars Program will foster achieving career goals, especially how it will add to any existing training and experiences with clinical and translational research. The description should also include a commitment to didactic

coursework and, if appropriate, plans to pursue a PhD, MS, MPH, or Graduate Certificate in Clinical and Translational Sciences. Applicants no longer requiring formal career development/research training are not appropriate candidates for this award.

8. A description of the Proposed Research Plan (7 page maximum, excluding references and Application Form Pages required above), including specific aims, background and significance, and approaches to research methods and analysis with appropriate literature citations. The research plan should be written by the mentee and represent original work; however, the mentee is expected and encouraged to develop this plan based on discussion with the proposed mentoring team. It is appropriate for the proposed work to be specifically relate to the primary mentor's ongoing research. It is recognized that some applicants may not have yet fully developed a research project (the training provided by the TRI Career Development Scholars Program is designed for this purpose), but this description should provide sufficient information so that the Program Co-Directors can determine whether the proposed research project will provide an adequate training and career development experience. Projects with numerous acronyms should include a page of definitions and will not count against the page count.
9. Instruction in the Responsible Conduct of Research (RCR):
  - a. Plans for providing formal and informal instruction in the bioethics, scientific integrity, and the responsible conduct of research. See more information at: <http://www.uams.edu/ice/RCR.htm>. RCR needs to be addressed with individual mentors/mentees, and TRI can provide assistance with language for institutionally supported RCR training.
10. Impact on Rural and Underserved Populations: TRI's mission is to develop new knowledge and approaches that will address and positively impact the complex health challenges of Arkansas' rural and underrepresented populations. As such, priority will be given to scholars whose research has the potential to impact rural health and/or the health of underrepresented and minority populations.
  - a. Please provide a brief explanation of how your research/career interests and/or the specific aims of your proposed research project impact rural, underrepresented, or minority populations.
11. The following letters of recommendation:
  - a. Letter from proposed primary mentor. This letter should detail his/her support of and commitment to the proposed research and training plan. This letter must include the mentor's assessment of your qualifications, in particular motivation and potential for future success. The letter should address the role and expertise of each member of the mentoring committee, a mentor-mentee meeting schedule, and confirm that adequate space, facilities, and resources will be made available for the successful completion of the project. The letter should describe how the proposed research fits into the mentor's research program, including a description of the mentee's specific role in the research. This letter should not exceed three pages.
  - b. A letter of recommendation from each member of the mentoring team. Each letter should not exceed two pages.
  - c. A letter of recommendation from the chair of your department. This should include assurances that non-research responsibilities will be restricted to no more than 25 percent of the Scholar's time. The letter should also comment on plans for further career development of the candidate after the KL2 Scholar Award, and should address the candidate's motivation and likelihood to become an independent investigator. This letter should not exceed two pages.
12. One letter of financial acknowledgement. This letter is to be signed by both the department chair and financial administrator stating that a financial analysis has been completed and that they are both aware of the financial impact to the department. The Letter must include acknowledgement that any equipment purchased with Program funds become property of the TRI at the end of the award.



13. A budget using the provided forms and separate budget justification. Please provide a budget for both year one and year two.
  - a. **All applicants must have their budgets reviewed by TRI's Financial Director, Laura Wilson, before submission.** Applicants should send their draft budget and budget justification to Laura via [email](#) by March 5, 2021 in order to ensure enough time for review. Once your budget has been reviewed and deemed properly filled out with all expenses allowable, you will receive an email from Laura stating that your budget is cleared for submission. **Please attach a copy of that email to your application packet after your budget justification.**
  - b. The budget must include funds to travel to the ACTS meeting every March/April. Total travel costs for all meetings attended cannot exceed \$2,500 per year.
  - c. Note that TRI biostatistics, nursing or coordinator support that is required for conduct of the study must be included in the budget.
  - d. Any equipment required for the project must be justified; computers and other office supplies are not allowed.
14. Proof of appropriate regulatory submission.
  - a. PROJECTS MUST BE SUBMITTED TO THE IRB AND/OR RELEVANT REGULATORY BODY FOR APPROVAL BY March 12, 2021, at 4:00 p.m.
    - As indicated above, proof of submission or determination of nonhuman subjects research should be emailed to Nia Indelicato.
    - Please also attach your proof of submission or nonhuman subjects research to the end of your application packet.
15. Impact Questionnaire.
  - a. Please complete the Impact Questionnaire included in the application packet and add it to the end of your application.

## Proposal Format:

Proposals should be typed, single spaced with 0.5 inch margins. Acceptable fonts are Arial, Tahoma, or Calibri with a font size of 11pt. Figure and Table legends may use smaller font, but no smaller than 9pt. Please use appropriate headings in preparing your proposal. **ALL application documents must be merged into a single PDF file.** A symbol font may be used to insert Greek letters or special characters (font size requirement still applies).

## Submission Process:

The KL2 Scholar Award Application submission due date is **12 P.M. (noon) on March 19, 2021. Applications must be submitted via TRI's electronic review software**, which can be accessed via <https://apps.uams.edu/KL2Review/>.

**All proposal documents MUST be uploaded as a single PDF file (this includes letters of recommendation, biosketches, budget, etc.).** Supplemental material (appendices) will not be accepted; citation/reference pages are not counted as appendices and should be included; citations/references also do not count against your page limit.

**Applicants must submit any revisions or updates regarding their current or pending support that occur between submission and the date of official notification of KL2 award status.** Failure to notify TRI of changes to current or pending support in a timely and accurate fashion may disqualify the application from the review and selection procedures.

## Application Review Process and Criteria:

Proposals will be independently peer-reviewed by at least three reviewers. Reviewers will utilize standard NIH K-application review templates and the 1-9 NIH scoring scale and criteria, as well as TRI's funding priorities listed

above under “Research Project.” Proposals will be scored in each of 5 areas: 1) candidate; 2) career development plan; 3) research plan; 4) mentors and mentoring plan; and 5) environment and institutional commitment (see <http://grants.nih.gov/grants/peer/critiques/k.htm> for more information). A summary statement will be provided to the applicant. Following an NIH-style study section, the Program Co-Directors will interview candidates with the highest priority scores. Applications recommended for funding may be reviewed by additional members of TRI Leadership to finalize selections.

### **TRI Career Development Scholars Program Contacts:**

If you have any questions regarding this RFA, please contact Nia Indelicato. For more information about the TRI Career Development Scholars Program, please contact:

Nia Indelicato  
Assistant Director of Programs  
501- 526- 0363  
[nlindelictao@uams.edu](mailto:nlindelictao@uams.edu)

John Arthur, M.D.  
Program Director  
501-686-5188  
[JMArthur@uams.edu](mailto:JMArthur@uams.edu)

Website: <https://tri.uams.edu/funded-training-opportunities/career-development-scholars-program/>

### **Application Checklist:**

Please bundle your application into one PDF with the documents in the order listed below.

1. Application Information Pages (2)
2. Cover Letter
3. Applicant Biosketch
4. Mentor Biosketches
5. Applicant Other Support Document
6. Mentor Other Support Documents
7. Table A: Postdoctoral Trainees of Mentoring Team
8. Career Development Plan
9. Research Plan
10. RCR Plan
11. Impact on Rural and Underserved Populations Response
12. Letters of Recommendation from: 1) primary mentor; 2) each member of mentoring team; and 3) Dept. Chair.  
Additional letters of recommendation may be included from key collaborators/ consortium partners.
13. Letter of financial acknowledgement signed by both your Dept. Chair and Dept. BudgetAdmin
14. Budget Forms (Year 1 and 2)
15. Budget Justification
16. Budget review email from Laura Wilson
17. Research Impact Questionnaire