

## MEMORANDUM

Date: November 12, 2007

To: Baylor College of Medicine Dan L. Duncan Cancer Center Program Members  
M. D. Anderson Cancer Center Program Members

From: Kent Osborne, M.D. *C. Kent Osborne*  
Director, Dan L. Duncan Cancer Center  
Baylor College of Medicine

Robert C. Bast, Jr., M.D. *rcb*  
Vice President, Translational Research  
U. T. M. D. Anderson Cancer Center

Subject: BCM / MDACC Collaborative Multidisciplinary Research Program

We are pleased to announce the second round of the BCM / MDACC Collaborative Multidisciplinary Research Program (BCM / MDACC MRP). This program will support inter-institutional multidisciplinary collaborative translational research projects that engage multiple disciplines within and across the basic and clinical sciences.

This program will fund at least one new project. Projects will receive up to a total of \$250,000 in funding to provide support for 2 ½ years, and must include faculty who are cancer center members from both institutions. The goal is to bring together research strengths across our institutions to work on hypothesis-driven projects that have the potential to lead to large multi-project grants such as SPORes or P01s.

Attached you will find additional information on the BCM / MDACC MRP, including information on how to apply. Application deadline is January 15, 2008, with funding anticipated to be effective April 1, 2008.

This program is a tangible demonstration of our joint institutional commitment to bring together our complementary strengths to advance cancer prevention and treatment. Please feel free to contact us if you have any questions or need further information.

RCB / KO /jht

Copies to:

UT M. D. Anderson Cancer Center  
John Mendelsohn, M.D., President  
Raymond N. DuBois, Provost and Executive Vice President  
Baylor College of Medicine  
Peter Traber, M.D., President

# **Baylor / U. T. M. D. Anderson Cancer Centers Collaborative Multidisciplinary Research Program**

## **1. General Information**

The purpose of the Baylor / U. T. M. D. Anderson Cancer Centers Multidisciplinary Research Program (BCM / MDACC MRP) is to foster inter-institutional multidisciplinary collaborative translational research projects that engage multiple disciplines within and across the basic and clinical sciences. The aim of the program is to bring together research strengths across the two participating institutions to work on hypothesis-driven projects that have the potential to develop into large multi-project grants such as a SPORE or a P01.

Proposed programs should be designed as P01 or SPORE programs, with the following components included:

1. Leadership by a funded and established PI
2. Multiple related projects supporting a single hypothesis-driven goal
3. Core resources necessary to support the projects

We will award at least one MRP per year for each of 3 years. Each award will be for 2 ½ years of funding, for total project funding of \$250,000. Funding is generally awarded as \$100,000 in each of the first two years of funding, with the balance awarded in the third year. There are no restrictions on how the budget dollars are spent, however your budget must be well-justified.

## **2. MRP Proposal Process**

The deadline for receipt of MRP proposals is January 15, 2008. Proposals may be submitted to Jenny Tektiridis ([jtektir@mdanderson.org](mailto:jtektir@mdanderson.org)) in the Office of Translational Research, MDACC, or to the Administrative Offices of the Dan L. Duncan Cancer Center. **It is strongly suggested that before submitting an MRP proposal, interested faculty have a pre-submission meeting with Dr. Robert Bast, MDACC, or Dr. Kent Osborne, BCM to discuss the MRP process and their proposal plans.**

Note: you do not have to initiate a pre-award research checklist for this proposal, nor do you need to establish inter-institutional consortium agreements. These will be established at the time of award and only need to be completed by award recipients.

## **3. MRP Proposal Requirements**

MRP proposals must include the following elements:

1. Scientific Program
  - a. Goals and objectives
  - b. Rationale / vision / preliminary data
  - c. Research plans for the projects
  - d. Expected achievements and outcomes

- i. Discoveries
    - ii. Publications
    - iii. Pending and active extramural support
  - e. Discuss how the program will advance both the Dan L. Duncan Cancer Center's, BCM's and MDACC's respective missions
  - f. Discuss how the program will utilize the respective strengths of the faculty within the two institutions and foster inter-institutional collaboration
  - g. Statistical plan – one paragraph per aim  
(Investigators who do not have a statistical collaborator may get assistance from either the MDACC or the BCM / Dan L. Duncan Cancer Center Biostatistics Shared Resource.)
    - i. Include information on the statistical models and methods that will be used for each project, including designs for laboratory or clinical experiments, hypothesis tests, and data-analysis procedures.
    - ii. Special sample sizes for each experiment, including the underlying rationale for choosing the sizes
    - iii. Specific names of any statistical procedures to be used (for instance, there are many kinds of t-tests and multivariate analyses and these should be clearly identified)
- 2. Organization / Administrative Operation
  - a. Program organization structure
  - b. Credentials of the MRP leader(s)  
(Note: this program provides for co-leaders / multiple PIs)
    - i. NIH Biosketches
    - ii. Research team leadership experience / track record
    - iii. Other current and pending funding
    - iv. Time commitment to proposed program
    - v. Describe the separate and joint roles / responsibilities of each leader
  - c. Collaborations within and across BCM and MDACC  
*(Clearly describe, by project, the role of faculty from each institution on each project. While there may not be faculty from both institutions collaborating on each project, there should be at least one project with faculty from both institutions.)*
  - d. Collaborations external to BCM / MDACC
  - e. Plan for monitoring progress on projects
  - f. Plans for oversight and advisory boards
  - g. Plan for communication and interactions to effectively engage program collaborators throughout the term of the program
- 3. Budget
  - a. Use PHS 398 budget pages  
<http://grants.nih.gov/grants/funding/phs398/phs398.html>
    - i. Form Page 4: Detailed Budget for Initial Budget Period
    - ii. Form Page 5: Budget for Entire Proposed Period of Support
- 4. Approval and Sign Off
  - a. The proposal should be signed by the appropriate CCSG Program Leaders and / or Department Chairs.

#### 5. Proposal Length

- a. The proposal narrative should not be more than 10 pages in length. This page limit does not include budget, biosketches, and other support; nor does it include references.

#### 6. Proposal Submission

- a. An electronic version of the proposal in either PDF or MS Word format can be submitted to [CancerCenter@BCM.edu](mailto:CancerCenter@BCM.edu) and/or [jtektir@mdanderson.org](mailto:jtektir@mdanderson.org).

### 4. MRP Proposal Review Process and Criteria

MRP proposals will be reviewed by two members of a joint BCM / MDACC Multidisciplinary Research Advisory Committee (MRAC) for scientific merit, potential to be funded as a SPORE or P01, and the degree of inter-institutional collaboration (with priority given to proposals with projects balanced between the two institutions and with at least one project with investigators from both BCM and MDACC).

Proposals selected for further review will be presented to the full BCM / MDACC Collaboration Committee by the two reviewers. The review information and any additional relevant information offered will be considered in making a funding decision and in determining the level of funding. The BCM / MDACC Collaboration Committee will make the final decision regarding funding.

### 5. Reporting Requirements

Recipients of MRP funding must submit an annual progress report to the joint BCM / MDACC Collaboration Committee. Funding for the following year is contingent on submission of the report and the approval by the joint BCM/MDACC Collaboration Committee.

The annual report should contain the following elements:

- A summary in lay terms for the Development Office
- A scientific description of progress including major accomplishments
  - Significance and multidisciplinary nature of the scientific accomplishments
  - Innovative nature of the scientific accomplishments
  - Uniqueness of the accomplishments and the degree to which these accomplishments would not have been achieved had the multidisciplinary approach not been taken
  - Accomplishments associated with inter-institutional collaboration and the degree to which the collaboration contributed to achievement of the accomplishments
- Plans for the following year
- A report of the program meetings for the reporting period. Minutes of the meetings are acceptable. This can be in an appendix.
- A complete list of all Program members and their contributions to the annual progress of the program.

- A list of all peer-reviewed publications that resulted from MRP funding. This can be in an appendix.

The annual report should be no more than 3 pages in length not including appendices.

## **6. Award Notification and Funding**

A letter regarding the outcome for each proposal will be sent to the PI(s). Funds will be awarded by each institution using the institution's internal mechanisms for pre and post-award grants management. Any transfer of funds between institutions will be managed through existing processes.

## **7. Other Requirements**

All publications resulting from MRP funding must include acknowledgement wording as follows "supported [in part] by a grant from Baylor College of Medicine and M. D. Anderson Cancer Center Multidisciplinary Research Program."

## **8. Where to Send Inquiries**

Contacts for further information can be directed to:

Within BCM:            Ted Yank, Associate Director for Administration  
                              Dan L. Duncan Cancer Center  
                              Office: 713-798-9045  
                              Email: [tyank@bcm.edu](mailto:tyank@bcm.edu)

Within MDACC:        Jenny Tektiridis, Executive Director Cancer Center Support Grant  
                              U. T. M. D. Anderson Cancer Center  
                              Office: 713-792-7891  
                              Email: [jtektir@mdanderson.org](mailto:jtektir@mdanderson.org)