UC Cancer Research
Coordinating Committee
Application Process for 2022-23 Awards

Applicant Webinar
January 2022
Applicant Webinar: Agenda and Topics

Brief overview of funding opportunity
  • Eligibility criteria and key deadlines

How to apply
  • Orientation to SmartSimple

How to get answers to your questions
Programmatic questions should be directed to UCRI@ucop.edu.

Presenters:
Program Officer, UCRI – Betty Guo
RGPO Contracts & Grants – Nancy Chamberlain
UC Cancer Research Coordinating Committee Faculty Seed Grants

• Topics must be directly relevant to cancer
• Single PI, 1-year awards
• Up to $75,000 maximum
• 2 Categories: New Assistant Professor and Regular
• Award Start Date: October 1, 2022
• Funded through endowments to the UC earmarked for cancer research and the California Cancer Research Voluntary Tax Contribution Fund
Who Can Apply

New Assistant Professor (NAP) and Regular (REG)

• PI must be member of UC Academic Senate
• PI must be employed a minimum of 50% time on UC-administered payrolls at a UC campus
• PI may not have >$350,000 in direct research support for award period (October 1, 2022 – September 30, 2023)
• Applicants cannot receive funding for 2 consecutive years
• NAP applicants must have effective initial UC appointment date between October 1, 2017 and October 1, 2020

Please carefully review the RFP and FAQs
Proposal Eligibility

New Assistant Professor (NAP) and Regular (REG)

- Each applicant may submit only one proposal per year
- Can revise and resubmit an unsuccessful proposal only once
- Resubmission must occur no later than two years after original submission

NAP-specific

- May apply every year

REG-specific

- May apply no more than twice in any sequential 3-year period

Please carefully review the RFP and FAQs
Key Dates

Letters of Intent Due (Required)
Tuesday, January 25, 2022
12:00 Noon PT

LOI Notification
By Monday, February 7, 2022

Full Proposals Due
Thursday, March 31, 2022
12:00 Noon PT

All application materials must be submitted through SmartSimple
LOI Tips

• **Start early** to become familiar with SmartSimple

• Detailed **instructions** are provided on the website and in SmartSimple

• **Submit early**: No late LOIs will be accepted
  12:00 Noon PT **Tuesday, January 25, 2022**
**LOI Selection Process**

LOIs reviewed for

- Eligibility
- Completeness and adherence to eligibility requirements

**Notification in February**

- Applicants with approved LOIs will have access to the full application materials in SmartSimple
- LOIs must reasonably represent the intended project scope and topic. Any modifications in the full proposal must comply with program eligibility requirements.
Full Proposal Tips

- Start early
- Use templates provided
- Detailed application instructions will be posted on the website and in SmartSimple

- Avoid jargon
  These proposals must be able to communicate their potential impact and benefit (why do we care?) not only to other scholars, but also to a general academic audience
Accessing SmartSimple

Login to SmartSimple: https://ucop.smartsimple.com/

First-time users register here
Returning users login here
Creating an Account on SmartSimple
https://ucop.smartsimple.com

Enter your institution and complete your applicant contact information. *(Note: all UC campuses are listed in the system with their full “University of California” name.)*

If you receive a message that an account with your email address already exists, return to the main login page and click “Forgot Password.”
Preparing and Submitting an LOI

1. Click on the “Available Funding Opportunities” tab in the upper right corner.

2. Find the row that corresponds to the award you’re interested in and click “Apply.”
LOI Submission Steps

Click “Submit LOI” to submit the LOI.

Download instructions

Click the section headings to access and complete each section of the LOI.

(“Save Draft” frequently; review & edit as needed.)
Accessing Your Draft LOI

1. Click the “Home” link in the upper-right hand corner of the screen
   1. **Note:** you should by default land on this dashboard when you log into SmartSimple
2. Click “In Progress Applications” to access your draft LOI.
3. After submission of an LOI or Full Application, the record can be found under “Submitted/Under Review Applications”
From Approved LOI to Full Application

CRCC LOI notifications will go out by February 7, 2022

1. Click on “In Progress Applications.”
2. Locate the row for your submitted CRCC LOI. The “Status” Column will indicate if your LOI is approved. Click “Open” to begin full application and access instructions and templates.
3. Click “Continue” button on bottom of screen to access full application materials.
Application Submission

Complete each section of the application.

Instructions can be downloaded from the top of every page.

Download templates and upload required attachments in the Documentation section.
1. Click on “Invite Personnel”
2. Click the plus button to add an individual who needs access to the application in SmartSimple.

3. Enter the individual’s name and email address.

4. Repeat as needed.

5. Click ‘Invite’ to send out invitation emails.
Click the Budget tab

Click “Open” to start entering information

<table>
<thead>
<tr>
<th>Action</th>
<th>Owner - Institution</th>
<th>Total DC</th>
<th>Total IDC</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open</td>
<td>Jane Doe 2 - MERCY HOUSING CALIFORNIA</td>
<td>$141,750</td>
<td>$42,225</td>
<td>$183,975</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$141,750</td>
<td>$42,225</td>
<td>$183,975</td>
</tr>
</tbody>
</table>

Save Draft | Withdraw | Submit to Signing Official | NEXT >
Budget tab - Adding Institution Contacts

Start typing the name of your signing official into the field and select from the list that populates.

If you cannot find their name in the list, click “Can’t find Signing Official.” Then click “Add Signing Official” and complete the form.
Budget tab - Editing the budget

Faculty Seed Grants Application » Budget

Do not click “Budget Complete” until you have entered all the necessary budget figures and justification notes – clicking this button will lock your budget and you will not be able to make additional edits.
Budget tab - Editing the budget

Scroll down to “Personnel Costs.” Click “+” to add a new row.

Entries will populate in the budget summary at the top of the page.

Enter budget justification.

Repeat for all budget categories.
Submit to Signing Official

Call for Application Details
Name: TRDRP 2019A - High Impact Pilot Award
Type: High Impact Pilot Award
Deadline: 09/27/2018 12:00:00

Click "Save Draft" before clicking on the "Submit to Signing Official" button to submit your application.
Research Grants Program Office (RGPO) Contracts and Grants Unit (C&G)

- Works in collaboration with multiple research programs, including UCRI and CRCC.

- Serves as interface on administrative and procedural aspects of your Letter of Intent or Application and their submission and review process.

- Provides technical support for and answers to questions about SmartSimple, including user account retrieval.

Email: RGPOgrants@ucop.edu
I still have questions…

1. Ask them today
2. Read the FAQs
4. Check website for updates: We may update program announcements or the FAQ document
5. For programmatic questions, email us at UCRI@ucop.edu
6. Ask for guidance from your campus Research Office