UC Cancer Research
Coordinating Committee
Application Process for 2021-22 Awards

Applicant Webinar
January 2021
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 – Jessica Wu
RGPO Contracts & Grants – Rebecca Stanek-Rykoff
• Topics must be directly relevant to cancer
• Single PI, 1-year awards
• Up to $75,000 maximum
• 2 Categories: Regular and New Assistant Professor
• Award Start Date: October 1, 2021
• Funded through endowments to the UC earmarked for cancer research and the California Cancer Research Voluntary Tax Contribution Fund
Who Can Apply

Regular (REG) and New Assistant Professor (NAP)

- 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, 2021 – September 30, 2022)
- Applicants cannot receive funding for 2 consecutive years

NAP specific

- PI must have effective initial UC appointment date between October 1, 2016 and October 1, 2019
- Can revise and resubmit in consecutive years if not funded

REG specific

- Can resubmit an unsuccessful proposal only once in any 2 year period

Please carefully review the RFP and FAQs
Key Dates

Letters of Intent Due (Required)  Wednesday, January 27, 2021 12:00 Noon PT

LOI Notification  By Monday, February 8, 2021

Full Proposals Due  Thursday, April 1, 2021 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 **Wednesday, January 27, 2021**
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/

Returning users
login here

First-time users
register here

Welcome to Research Grants Program Office | UCOP

The Research Grants Program Office (RGPO) oversees a broad grantmaking portfolio of over $100 million a year to support research that is critical to California, the nation and the world. RGPO programs enhance University of California’s research capacity and excellence, which helps attract top faculty, graduate students, government funding and companies to our state.

The SmartSimple Grants Management System is now accepting letters of intent (LOIs) and applications for the Tobacco-Related Disease Research Program (TRDRP). For information regarding the 2019 call for applications, please visit TRDRP’s website at www.trdp.org

Principal Investigator Registration

Register Here

Forgot Password?
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.

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

Download instructions

(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”
CRCC LOI notifications will go out by February 8, 2021

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

Instructions can be downloaded from the top of every page.

Complete each section of the application.

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

Total Project Costs

<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
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.
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.
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

Templates and Instructions:

IP_Application_Instructions.pdf
1,016 KB - 07/18/2018 8:32pm

Total Files: 1

Preview

TITLE PAGE APPLICANT / PRINCIPAL INVESTIGATOR PROJECT INFORMATION INSTITUTION CONTACTS BUDGET ASSURANCES DOCUMENTATION SIGNATURE PAGE

* Applicant Signature

Check the box to indicate that you acknowledge the statement below and type in your full legal name to serve as your electronic signature.

I certify that the statements herein are true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. I agree to accept responsibility for the scientific conduct of the project and to provide the required progress reports if a grant is awarded as a result of this application.

* Applicant Electronic Signature (Type in your full legal name)

Jane Doe

Date
07/19/2018

Submit to Signing Official
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](mailto:UCRI@ucop.edu)
6. Ask for guidance from your **campus Research Office**