

**Pilot Project Application Checklist**

For application submission, please assemble items in the following order into one PDF and send by email to edward.north@uvm.edu with “UVMCC Pilot Project Application” in the subject line.

|  |  |  |
| --- | --- | --- |
| **ITEM** | **Limit** | **✓** |
| 1. Title
 | As Needed |[ ]
| 1. Key Personnel
 | As Needed |[ ]
| 1. Key Words
 | As Needed |[ ]
| 1. Category
 | NA |[ ]
| 1. Resubmission?
 | NA |[ ]
| 1. Prior Funding
 | As Needed |[ ]
| 1. Overlap
 | As Needed |[ ]
| 1. Regulatory Approvals
 | NA |[ ]
| 1. Shared Resources
 | NA |[ ]
| 1. Lay Summary
 | 3-4 sentences |[ ]
| 1. Abstract
 | 1 page |[ ]
| 1. Leadership Plan
 | 1 page |[ ]
| 1. Extramural Funding Plan
 | As Needed |[ ]
| 1. Specific Aims
 | 1 page |[ ]
| 1. Research Strategy
 | 5 pages |[ ]
| 1. Response to Reviewers (for resubmissions only)
 | 1 page |[ ]
| 1. Literature Citations
 | As Needed |[ ]
| 1. Budget
 | As Needed |[ ]
| 1. Budget Justification
 | As Needed |[ ]
| 1. Departmental Approvals
 | As Needed |[ ]
| 1. Facility Head Approval
 | As Needed |[ ]
| 1. [**NIH format Biosketches**](https://grants.nih.gov/grants/forms/biosketch.htm) for Key Personnel
 | 5 pages each |[ ]
| 1. Letters of Collaboration or Letters of Support (optional)
 | As Needed |[ ]

**Please go to the** [**UVMCC Intramural Funding Web Page**](http://www.med.uvm.edu/uvmcancercenter/research/intramural-funding)

**to download forms and related materials.**