

DCB R15 Investigator Workshop

Communicating with Your NCI Program Director: PD & PI Conversations)

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Overview

About us

Who we are

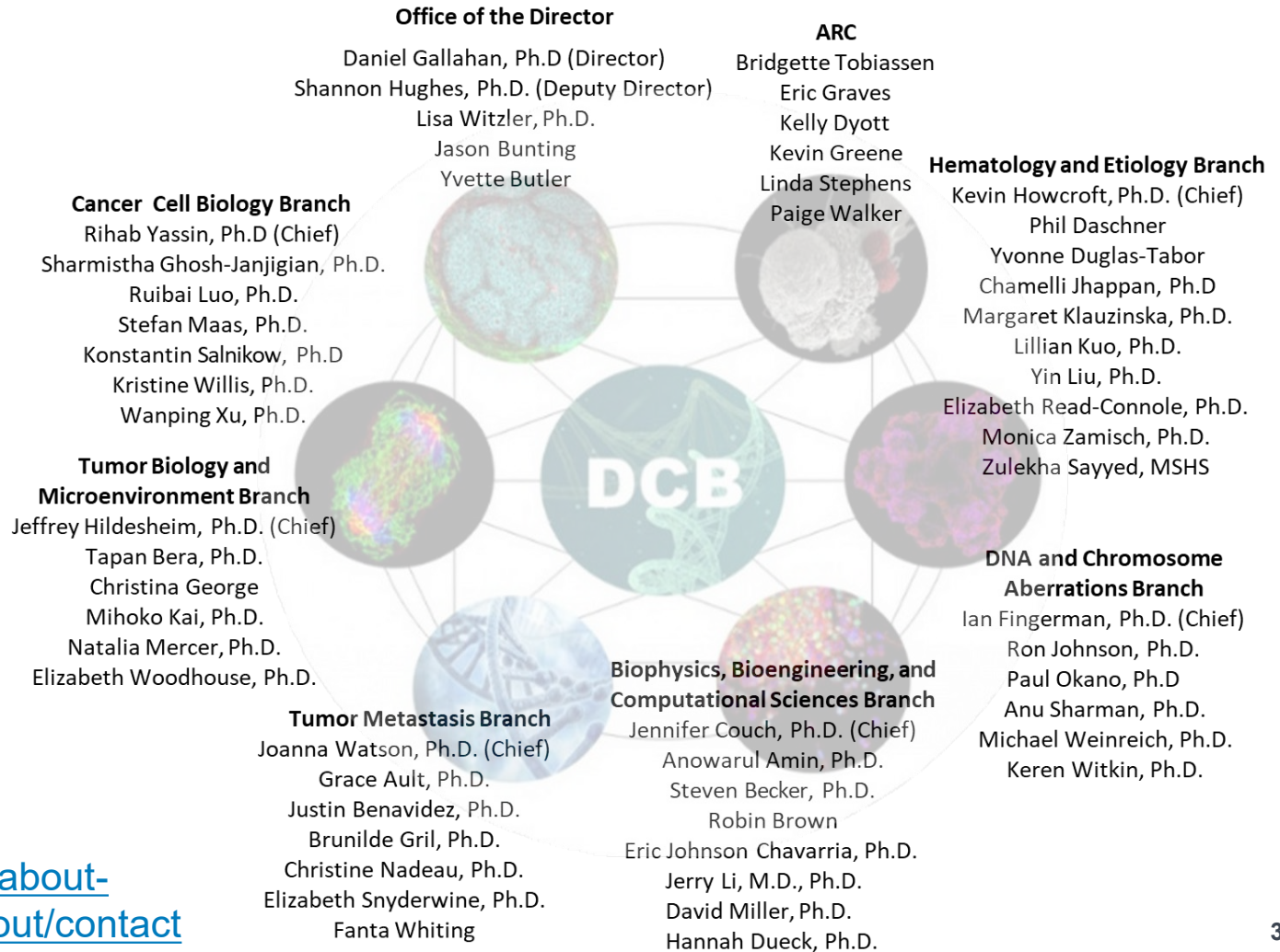
What we do (and don't)

Connecting with your PD

When

Why

Our Division



<https://www.cancer.gov/about-nci/organization/dcb/about/contact>

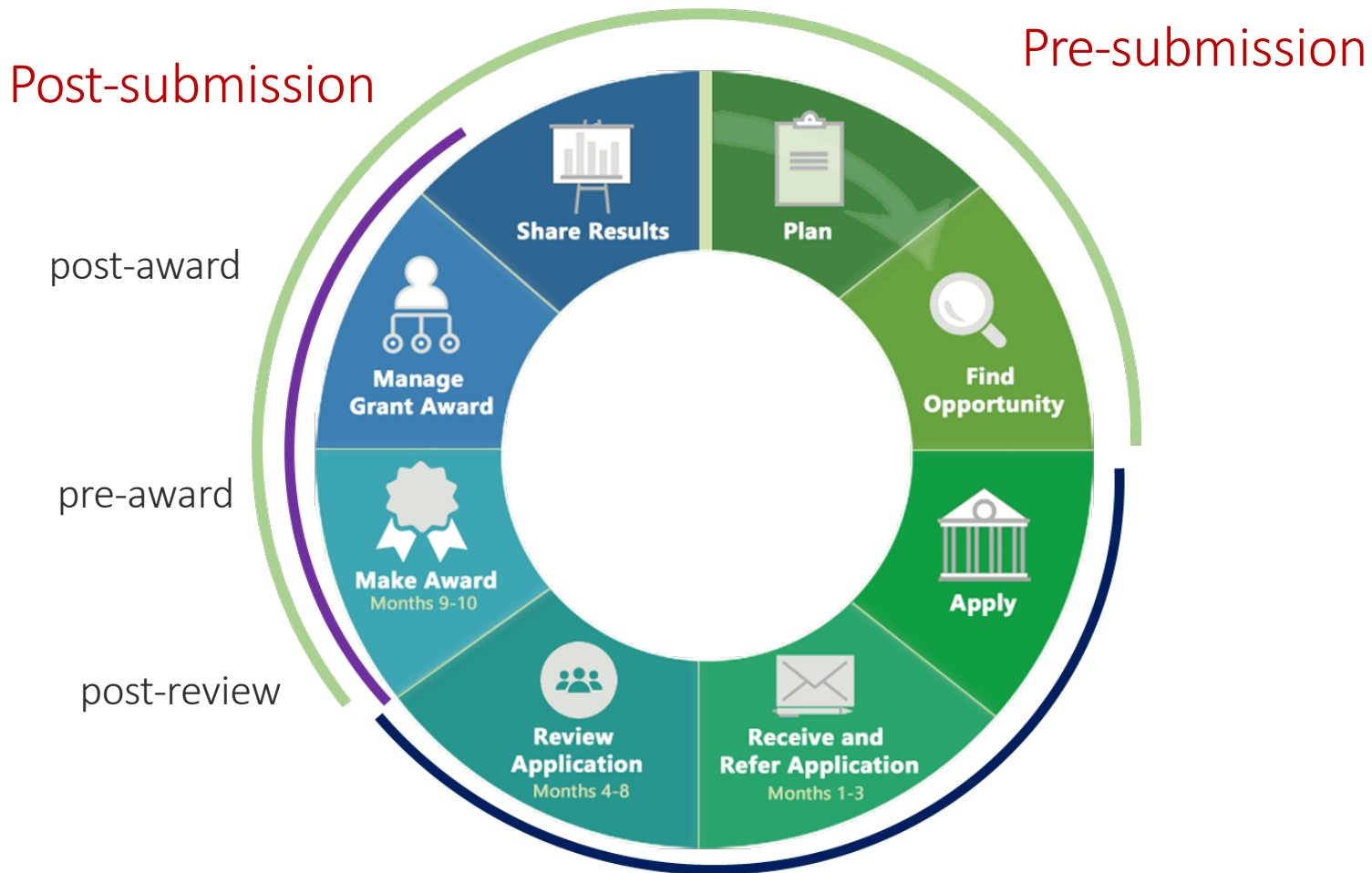
PD Roles

- **Guidance:** help the PI optimize the application, policy, funding mechanisms
- **Stewardship:** Ensure that the nation's investment in NCI is well-spent, in a legal and ethical manner.
- **Vision:** Be current and forward-looking about the big picture in our field, so we can help NIH leadership and PIs make decisions about how best to advance cancer research.
- We work together with PDs, SROs, and GMSs.
- Serve as a point of contact to PIs.
- Report major research advances to DCB colleagues and NCI/NIH leadership.
- Attend study sections.
- Work with GMS on administering grants:
 - both the PD and the GMS must hit the “GO” button to award a grant.
 - Review, evaluate, and approve annual progress reports.
 - Monitor compliance of regulations, policies, special terms of the award.

What NCI PDs cannot do for you...

- Tell you how to design your project.
- Provide exemptions for submission deadline or rules- violation.
- Change a study section assignment.
- Change the NCI funding policy.
- Change the requirements that must be fulfilled for an award to be issued.
- Write you a letter of recommendation as your PD.
- Talk to your Chairperson, or anyone outside of NIH except you, about your application, your Summary Statement, or your job/position status.

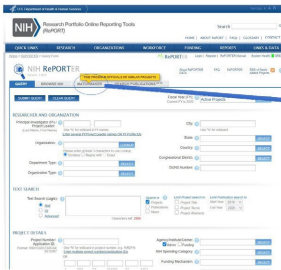
When is a good time to connect?



Pre-submission

Finding the right PD

Tips and Tricks – NIH RePORTER



- Find information about current NIH awards.
- Use Matchmaker to find PDs with portfolios in your area of research or to find funded projects like yours.



NIH NATIONAL CANCER INSTITUTE



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DCB

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Contact the Division of Cancer Biology

Division of Cancer Biology
9609 Medical Center Drive MSC 9747/9748
Bethesda, MD 20892

Early discussions about:

- your ideas for an application,
- relevance to NCI mission,
- potential funding mechanisms and study sections,
- when to apply,
- budget policies,
- appropriate expertise, etc.

Post-submission

Post-review

- Discuss summary statements and potential next steps
- Discuss chances of funding

Pre-award phase

- Help resolve pre-award issues such as:
 - concerns with scientific overlap,
 - budget
 - V. Animal/H. Subjects
 - foreign components

Post-award phase

- Conversations about:
 - progress of your research grant, including your publications
 - compliance of regulations, policies, special terms of the award
 - gaps/needs/opportunities in the project throughout the grant life-cycle
 - additional sources of funding

A Typical Progress Report (RPPR)

Annual progress reports are required to document grantee accomplishments and compliance with the terms of the award.

Guidance:

- About 2 pages (3 max), including figures if appropriate.
- Highlight overall summary of progress followed by specific progress towards each Specific Aim, describing successes and challenges.
- Discuss plans for the next year.
- Include Supplement Progress Report if you have a Supplement.
- List relevant Publications, entering them into the NIH Public Access Policy system.
- Include any other assurances/certifications required for your award.
- Seek advice from colleagues on the science, and from Sponsored Research Office for guidance on the administrative sections.
- Take a day or two to prepare - not an hour and not a week.

PI responsibilities

- Update “Personal Profile” section of eRA Commons (e.g., name, degrees, institution, department, academic rank, address, phone number, email).
- Monitor status updates for applications and grants as they move through the system, via the “Status” section of eRA Commons.
 - Documents received/accepted, study section assignment and SRO, NIH referral assignment, NIH PD, Score, Summary Statement, Just-in-Time (JIT) requests, Notice of Award (NoA), etc.
- Submit required materials on time: Just-in-Time info, Progress Report (RPPR), required certifications and documentation (e.g., IACUC, IRB, training certification, data sharing, resource sharing, genomic data sharing, grant close-out reports).
- Inform PD about major advances and publications – no need to wait for next Progress Report (optional, but easy).

An Atypical Progress Report (RPPR)...

“Too much” data/progress

- Is this one year’s progress? Does it distinguish between prior years’ progress and the most recent year’s progress?
- Is the progress from just this grant? Are some data from other funding, which may synergize with this project?

“Too little” data/progress

- Is this an accurate account of total progress for the year?
- If so, is this a recurring issue? Discuss the challenges and plans to get back on track; determine any help the PD can provide, especially for New PIs.
- If not, then PI will be requested to revise and provide sufficient information on progress and results.

Always here for you!
Look out for our emails!

- *grant related questions*
- *invitation to participate in a WS or a seminar*
- *inform you about programs relevant to your expertise*
- *notify you of other opportunities*

Frequently Asked Questions

Eligibility

Feedback
on the aims

Balance
research and
student
involvement

Budget
/Subaward

Review

Change of
the PI

Transfer

NCE

Supplement

Carryover

Take home message: when in doubt connect with your PD and with the Division of Cancer Biology!



Visit our website!



NCI Division of Cancer Biology



@NCICancerBio



Subscribe to our newsletter (and other interest groups)!

Thank You



**NATIONAL
CANCER
INSTITUTE**

[cancer.gov](https://www.cancer.gov)

[cancer.gov/espanol](https://www.cancer.gov/espanol)