
University of California Cancer Research Coordinating Committee (CRCC)

Application Process for 2025-26 Awards

December 2024

January 2025

UNIVERSITY OF CALIFORNIA
RESEARCH INITIATIVES

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AGENDA

Funding opportunity

- Brief program overview
- Eligibility criteria
- Budget guidelines
- Key deadlines

How to apply

- Orientation to SmartSimple

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RESEARCH INITIATIVES

RESEARCH GRANTS PROGRAM OFFICE

Programmatic questions should be directed to
UCRI@ucop.edu

Presenters:

- Betty Guo Program Officer, Lead for CRCC
- Laurie Stevens Lead, RGPO Contracts & Grants

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RESEARCH INITIATIVES

UC CANCER RESEARCH COORDINATING COMMITTEE FACULTY SEED GRANTS

- Topics must be directly relevant to cancer, including its origins, prevention and cure
- Any discipline
- Applications in disciplines outside of basic and clinical/translational science are welcome (e.g., public health, nursing, community-based research)
- Clinical trials not allowed

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UC CANCER RESEARCH COORDINATING COMMITTEE FACULTY SEED GRANTS

- Single PI, 1-year awards
- Up to \$85,000 maximum; \$10,000 diversity & disparities traineeship supplement
- 2 Categories: New Assistant Professor (NAP) and Regular (REG)
- Award Start Date: *October 1, 2025*

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UC CANCER RESEARCH COORDINATING COMMITTEE FACULTY SEED GRANTS

Funded through:

- Endowments to the UC earmarked for cancer research
- California Cancer Research Voluntary Tax Contribution Fund

To support:

- Research on causes, detection, prevention of cancer
- Expand community-based education on cancer
- Prevention and awareness activities for communities disproportionately at risk or afflicted by cancer

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WHO CAN APPLY?

New Assistant Professor (NAP) and Regular (REG)

- Academic Senate member
- Employed minimum 50% time on UC-administered payrolls at a UC campus
- May not have >\$350,000 (direct costs) in research support for award period (*October 1, 2025 – September 30, 2026*)
 - See FAQs #9 & #10

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Please carefully review the RFP and FAQs

WHO CAN APPLY?

New Assistant Professor (NAP) and Regular (REG)

- Applicants cannot receive funding for 2 consecutive years
- Applicants must be in compliance with CRCC reporting
- Applicants must have been at UC at least 2 years by award start
 - In either category, must have initial UC appointment date by October 1, 2023 or earlier
 - NAP applicants must have effective initial UC appointment date between October 1, 2020 and October 1, 2023

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Please carefully review the RFP and FAQs

PROPOSAL ELIGIBILITY

New Assistant Professor (NAP) and Regular (REG)

- May submit only one proposal per year
- May be co-I on 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

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Please carefully review the RFP and FAQs

PROPOSAL ELIGIBILITY

NAP-specific

- May apply every year
- May propose *logical extension* of current research

REG-specific

- May apply no more than twice in any sequential 3-year period
- Must propose new research, *NOT logical extension* of current research

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BUDGET GUIDELINES

No IDC

Allowable Costs

- Support for graduate students, postdocs and other trainees
- Supplies and other expenses
- Project-related travel for data collection

Non-allowable Costs

- Faculty PI or co-I salary
- Patient care costs
- Conference or meeting travel

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Not a comprehensive list
Carefully review RFP, FAQs & Appendix 3

KEY DATES

Letters of Intent Due
(Required)

Thursday, **January 23, 2025**
12:00 pm Noon PT

LOI Notification

By Wednesday, February 12, 2025

Full Proposals Due

Thursday, **April 3, 2025**
12:00 pm Noon PT

**Notification of Review
Outcome**

Thursday, August 5, 2025
(expected)

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**All application materials must be submitted
through SmartSimple**

DIVERSITY & DISPARITIES IN CANCER RESEARCH TRAINEESHIP SUPPLEMENT

- Awardees may apply for \$10,000 supplement
- To support trainees from underrepresented communities or whose research addresses the impact of cancer in underserved communities
 - Trainee works within scope of funded parent project
 - Funding primarily for trainee(s)
- Runs concurrent with parent award; applications due 4-6 weeks after award notification

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Please refer to RFP and Appendix 5

LOI TIPS

- **Start early** to become familiar with SmartSimple
- Detailed **instructions** are provided in SmartSimple
- *No late LOIs will be accepted*

Due 12:00 pm **Noon** PT
Thursday, January 23, 2025

Please refer to instructions in RFP and Appendix 4

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LOI SELECTION PROCESS

LOIs reviewed for

- PI eligibility
- Completeness and adherence to proposal eligibility requirements

LOIs NOT reviewed for

- Scientific content
- Feasibility of project within budget guidelines

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LOI SELECTION PROCESS

Notification in February

- Applicants with approved LOIs will have access to the Full Application materials in SmartSimple
 - [Templates](#)
 - [Submission instructions](#)

Full Application

- LOIs must reasonably represent the intended project scope and topic in full application
- Any modifications in the full proposal must comply with program eligibility requirements

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FULL PROPOSAL TIPS

- Must submit through campus **Sponsored Programs Office!**
- Use **templates** provided in SmartSimple
- Detailed application **instructions** will be available 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

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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 **Full 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

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Accessing SmartSimple

Login to SmartSimple: <https://rgpogrants.ucop.edu/>

The screenshot shows the SmartSimple login interface. On the left, a 'Welcome to Research Grants Program Office | UCOP' section provides background information. On the right, the 'Login to SmartSimple' form is highlighted with a blue border. A red box with the text 'Returning users login here' has an arrow pointing to the login form. Within this form, the 'Email' and 'Password' input fields are circled in red. Below the 'Password' field is a 'Login' button. Further down are links for 'Forgot Password?' and 'Privacy & Security'. On the left side of the page, under 'Principal Investigator Registration', a 'Register Here' button is circled in red. A red box with the text 'First-time users register here' has an arrow pointing to this button. The University of California logo is in the top left corner of the page.

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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.trdrp.org

Principal Investigator Registration

Register Here

Returning users login here

Login to SmartSimple

Email:

Password:

Login

[Forgot Password?](#)

[Privacy & Security](#)

Creating an Account on SmartSimple

<https://rgpogrants.ucop.edu>

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.”**

Institution Information

Instructions
Please start typing the name of your institution. A dropdown list will appear, in order to select your institution. If the name does not exist, [search the IRS database](#).

* Institution Name

Contact Information

* Email

* First Name

* Last Name

* Address

* City

* Country

United States


* State / Province

-- Select One --

* Zip / Postal Code

* Telephone Number

☐ I'm not a robot


reCAPTCHA
Privacy - Terms

Submit

Preparing and Submitting an LOI

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Privacy & Security RCPOTest Shallatrop Collab

Home Available Funding Opportunities Historical Applications

Available Funding Opportunities

List of available funding opportunities below includes both open and upcoming opportunities. All times are in military time Pacific Time Zone.

1-5 of 5

#	Name	Description	Policies and Guidelines	LOI Deadline	Full Application Deadline	
1	CBCRP 2020 - Community Research Collaboration - Pilot Award	A partnered award that supports the initial phase of the project, which includes strengthening collaborations, developing feasible methods and tools, and collecting pilot data. Teams comprised of community organizations and experienced research scientists are eligible to apply.	CBCRP_Submission_Instructions_by_Award_Type.pdf	03/05/2020 12:00:00		Info Apply
	CRCC for 5 2020-21 Awards	The UC Cancer Research Coordinating Committee (CRCC) is a systemwide, faculty-directed cancer research program that provides competitive intramural research awards for topics in any discipline that address any aspect of cancer, including its origins, detection, prevention and cure. CRCC Faculty Seed Grants support meritorious research spanning all areas from basic research to applied clinical and community-based research in any field relevant to cancer. Proposals must be directly relevant to cancer. The CRCC provides one-year seed grants to faculty on the 10 UC campuses, with the expectation that the most promising endeavors will become competitive for larger, long-term grants from other funding sources. Currently, the CRCC awards grants to UC Academic Senate faculty in the following categories: • New faculty to initiate cancer research projects; • Established investigators in other areas of research to initiate cancer research projects; • Established cancer investigators to initiate cancer studies in new areas.	CRCC_RFP_2020-21_Awards.pdf	01/29/2020 12:00:00	04/02/2020 12:00:00	Info Apply

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

The screenshot shows the University of California LOI submission portal. The top navigation bar includes 'UNIVERSITY OF CALIFORNIA', 'Privacy & Security', and 'Jane Doe'. The main content area has a sidebar with 'Main' and 'Notes' links. The 'Templates and Instructions' section displays a PDF file 'IR_Application_Instructions.pdf' with a 'Download instructions' callout box and arrow. A 'Preview' button is also present. The 'Click the section headings to access and complete each section of the LOI.' callout box points to the section headings: 'TITLE PAGE', 'APPLICANT / PRINCIPAL INVESTIGATOR', 'PROJECT INFORMATION', 'BUDGET', and 'SIGNATURE PAGE'. The 'TITLE PAGE' section contains fields for 'Application ID: T29IR0259', '* Project Title' (with a character count), '* Project Duration (year)' (a dropdown menu), '* Project Start Date', and '* Project End Date'. The 'Click "Submit LOI" to submit the LOI.' callout box points to the 'Submit LOI' button in the bottom action bar, which also includes 'Save Draft' and 'Withdraw' buttons. A final callout box at the bottom left states: '("Save Draft" frequently; review & edit as needed.)' with an arrow pointing to the 'Save Draft' button.

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Privacy & Security Jane Doe

Outstanding Opportunities Historical Applications

3 of 12

Main Notes

Templates and Instructions:

IR_Application_Instructions.pdf
1,919 KB - 07/18/2018 6:31pm

Download instructions

Preview

TITLE PAGE APPLICANT / PRINCIPAL INVESTIGATOR PROJECT INFORMATION BUDGET SIGNATURE PAGE

Application ID: T29IR0259

* Project Title: Please enter the project title here; no
100 characters left

* Project Duration (year): -- Select One --

* Project Start Date: mm/dd/yyyy

* Project End Date: mm/dd/yyyy

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

Click "Submit LOI" to submit the LOI.

Save Draft Submit LOI Withdraw

("Save Draft" frequently; review & edit as needed.)

Accessing Your Draft LOI

My Applications

9

In Progress Applications

5

Submitted / Under
Review Applications

0

Awarded Applications

0

Assigned Actions -
Signing Official

Assigned Actions

0

Deliverables

0

Pending Letters of
Reference

1

Pending Subcontracts

0

Grant Agreements for
Review

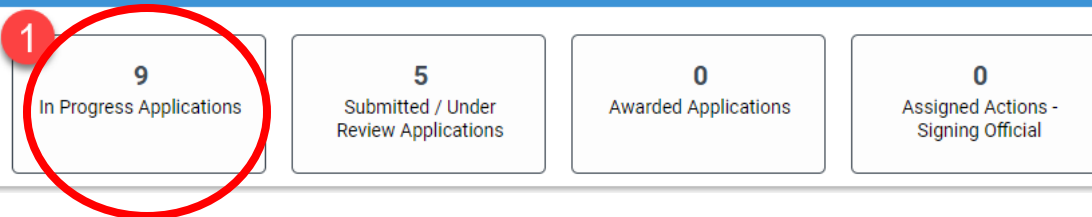
0

Pending Project
Contributions

1. Click the “Home” link in the upper-right hand corner of the screen
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

My Applications



In Progress Applications

#	RFA	Application ID	Project Title	Type	PI Name	My Role	LOI Deadline Date	FA Deadline Date	Status	
1		T29IR0228	STOY Test 2	High Impact Research Project	Jane Doe	Principal Investigator	08/16/2018	09/27/2018	Invited to Full Application	Open

CRCC LOI notifications will go out by February 12, 2025

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.

From Approved LOI to Full Application

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Privacy & Security RGPOTest Becky PI2

Home Available Funding Opportunities Historical Applications

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Main Notes

L22CR4394 RGPOTest Project Personnel Demo

Call for Application Details
Name: LFRP 2022 Collaborative Research and Training Awards
Deadline: 08/05/2021 12:00:00

Templates and Instructions:

[UC_Lab_Fees_2022_-_CRT_-_LOI_instructions.pdf](#)
912.8 KB - 03/30/2021 9:23AM

Total Files: 1

Preview

TITLE PAGE APPLICANT / PRINCIPAL INVESTIGATOR PROJECT INFORMATION PROJECT CONTACTS BUDGET SIGNATURE PAGE

Application ID: L22CR4394

* Project Title: RGPOTest Project Personnel Demo
69 characters left

* Project Duration (year): 3

* Proposed Project Start Date: 03/01/2022

3

Continue to Full Application

NEXT

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.

Type: Hormone in Well Water Initiative
Deadline: 12/05/2019 12:00:00

Templates and Instructions:



[CBCRP_Submission_Instructions_by_Award_Type.pdf](#)

20.6 KB - 08/27/2019 12:49pm

Complete each section of the application.

Total Files: 1

Preview

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

Application ID: B26PW1210

* Project Title: RGPOTest - CBCRP Water STOY1

72 characters left

* Project Duration (year): -- Select One --

* Proposed Project Start Date: mm/dd/yyyy

* Proposed Project End Date: mm/dd/yyyy

Download templates and upload required attachments in the Documentation section.

NEXT >

Save Draft

Withdraw

Submit to Signing Official

Full Application: Inviting someone to edit

The screenshot shows the 'Full Application' interface. On the left is a dark blue sidebar with three options: 'Main', 'Notes', and 'Invite Personnel'. The 'Invite Personnel' option is highlighted with a red arrow pointing to it. A red callout box with a red border contains the text: '1. In the Full Application, click on "Invite Personnel" in the left sidebar.' The main content area has a header 'C21CR1535 RGPOTe' and a sub-header 'Call for Application Detail'. Below this, it lists 'Name: RGPOTest CRCC C', 'Type: Faculty Seed Grants', and 'Deadline: 04/02/2020 12:00:00'. There is a section titled 'Templates and Instructions:' containing a PDF file named '2020CRCC-LOinstrux-20181212.pdf' with a size of '240.2 KB - 10/29/2019 2:30pm'. At the bottom, there is a 'Preview' button and a navigation bar with tabs: 'TITLE PAGE', 'APPLICANT / PRINCIPAL INVESTIGATOR', 'PROJECT INFORMATION', 'PROJECT CONTACTS', 'BUDGET', and 'ASSURANCES'.

1. In the Full Application, click on "Invite Personnel" in the left sidebar.

1. Click on "Invite Personnel"

Full Application: Inviting someone to edit

C21CR1535 RGPOTest CRCC v1

Invite Personnel

Add Personnel
Please input basic contact information First Name, Last Name, Email, and Role. Once accepted, the contact will be able to accept or decline the invitation. The Status column indicates the current status of the invitation. Roles and access are defined below.

PI Assistant: User can View/Edit/Submit the application.

Prefix	First Name	Last Name	Email	Role	Status
<div><div>+</div></div>					

Save **Invite**

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.

Budget tab

Click the Budget tab

Click "Open" to start entering information

Templates and Instructions:

[Award_Type.pdf](#)

INVESTIGATOR

PROJECT INFORMATION

PROJECT CONTACTS

BUDGET

ASSIGNMENT >

Total Project Costs

Action	Owner - Institution	Total DC	Total IDC	Total
Open	Jane Doe 2 - MERCY HOUSING CALIFORNIA	\$141,750	\$42,225	\$183,975
Total		\$141,750	\$42,225	\$183,975

< BACK

NEXT >

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, contact your department administrator or Contracts and Grants office to **determine the name and email of your institution's Signing Official**. Then select "Can't find Signing Official," click "Add Signing Official" and complete the form.

INSTITUTION CONTACTS

[BUDGET SUMMARY](#)[BUDGET DETAILS](#)

Institution Contact Instructions

Contact your department administrator or Contracts and Grants office to determine the name and email of your institution's authorized Signing Official

* Signing Official

This should identify the individual who is authorized to act for the Applicant Organization, and who will assume the obligations imposed by the requirements and

Select One



* Fiscal Contact

This should identify the individual at the Applicant Organization who will serve as the authorized fiscal officer for official grant accounting issues.

Select One



* Contracts and Grants Contact

This should identify the individual in the Applicant Organization's Contracts and Grants Office, or comparable unit, who will administer the grant for the institution

Select One



Can't find the contact you're looking for?

- ☒ Can't find Signing Official
- ☐ Can't find Fiscal Contact
- ☐ Can't find Contracts and Grants Contact

Add Signing Official

Budget tab – Editing the budget

Faculty Seed Grants Application » **Budget**

↑ Back to Application



Budget Instructions:

Please open the budget and carefully read the limits set on the call for numbers.

INSTITUTION CONTACTS

BUDGET SUMMARY

BUDGET DETAILS

Please click the Edit Budget button below to enter your budget information.

✎ Edit Budget

RGPOtest Becky PI2 - MERCY HOUSING CALIFORNIA

Budget Summary

TOTAL BUDGET

\$0

\$0

◀ BACK

Save Draft

Budget Complete

Click “**Save Draft**” to save your work.

Once you have entered all the necessary budget figures and justification notes, click “**Budget Complete**” to lock the budget section.

Budget tab – Editing the budget

Budget Detail Justification

The budget table on the top of this page is generated from expenses entered in the budget categories below. Please scroll down to the budget categories and click “+” to enter your expenses. Please note you must manually calculate and enter any indirect costs in the budget category section at the bottom of this page. For each budget category, provide all necessary justification. There is no character limit on the budget justification, though it should be concise.

The per year direct cost maximum is: \$250,000.00

The total direct cost maximum is: \$750,000.00

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.

	Year 1	Total
Personnel Costs	\$2,000	\$2,000
Student Tuition Fees, Graduate Student Stipends	\$0	\$0
Other Project Expenses	\$0	\$0
Equipment	\$0	\$0
Travel Expenses	\$0	\$0
Subcontracts	\$0	\$0
Service Contracts and Consultants	\$0	\$0
Direct Costs	\$2,000	\$2,000
Modified Total Direct Costs (MTDC)	\$2,000	\$2,000
Indirect Costs (IDC) Total	\$0	\$0
Total Expenses	\$2,000	\$2,000

1. Personnel Costs (Salary and Fringe)

Salaries and Fringe Benefits	Year 1	Total
Salary 1	\$2,000	\$2,000
	\$2,000	\$2,000
+		

For each person supported by this grant, describe their contribution to the project.

Justification

Submit to Signing Official

Main

Notes

Invite Personnel

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](#)
1,916 KB - 07/18/2018 6:32pm

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 

Click "Save Draft" before clicking on the "Submit to Signing Official" button to submit your application

Save Draft

 Withdraw

 Submit to Signing Official

I still have questions...

1. Ask them **today**
2. Review the materials in the **RFP** and the **FAQs**
3. Visit our **website** at: <http://ucop.edu/research-initiatives/programs/crcc/index.html>
4. Check website for **updates**: We may update program announcements or the FAQ document
5. Ask for guidance from your **campus Research Office**
6. **Contact us** as questions arise

Contact Information

For SmartSimple support:

Research Grants Program Office

RGPOGrants@ucop.edu

For programmatic questions:

**University of California Research
Initiatives (UCRI)**

UCRI@ucop.edu

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Thank you

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