

Wilmot Cancer Institute

Community Cancer Action Council

2025 Community-Engaged Research Supplement Call for Applications

The Wilmot Cancer Institute (Wilmot), in partnership with the Community Cancer Action Council (CCAC), invites Wilmot members holding cancer-relevant research grants to submit proposals for community-engaged research supplements. These supplements will provide funds to engage community members and address community needs in the Wilmot catchment area. The scope of the supplements must be aligned with the scope of the parent grant, though applicants may propose novel aims or activities. The supplements must engage community members in implementing aspects of the original parent grant or developing novel techniques, methodologies, models, or interventions specific to the supplement. Funding through this mechanism will be for a single year. Cost extensions and renewals will not be allowed.

At least one one-year award of up to \$20,000 will be granted to an investigator affiliated with the Cancer Microenvironment (CM) or Genetics, Epigenetics and Metabolism (GEM) programs. In addition, the Office of Health Equity Research will support one one-year award of up to \$20,000 for a project that specifically addresses health equity, open to investigators from all research programs.

Important Dates

- RFA release date: Monday, June 2, 2025
- Statements of intent due: Monday, September 1, 2025, at 11:59PM
- Notification of invitations to submit full applications: Friday, September 5, 2025
- Full applications due: Monday, October 6, 2025, at 11:59PM
- Award notification: By Monday, November 3, 2025

Eligibility

The principal investigator must be a [Wilmot Research Program Member](#)

The principal investigator must be a principal investigator of a cancer-relevant, peer-reviewed, extramurally funded grant (i.e., a grant that is listed on Wilmot's Data Table 2) of \geq \$100,000 with at least two years remaining as of the October 6 full application due date. Such a grant must serve as the parent grant for the community-engaged research supplement.

The principal investigator is not required to have prior experience with community engagement.

Budget

Applicants may request a budget of up to \$20,000. Funds may be used for research or community engagement costs only, and may not support faculty salaries, administrative staff, and the like. Travel is not allowed for faculty or staff but may be used to support community participation at conferences or symposia related to research. Costs must be justified.

Application Process

The application process for these supplements features two stages. Stage 1 requires a statement of intent that provides a summary of the proposed project, along with other details outlined below. Competitive applications will be invited to participate in Stage 2, which requires the submission of additional details about the proposed project, project team, and planned outcomes. Principal investigators who are interested in the community-engaged research supplement are strongly encouraged to consult with the Community Outreach and Engagement (COE) Office. The COE Office is available to provide data on demographics, cancer risk factors, cancer incidence and mortality, as well as other social determinants of health relevant to the Wilmot catchment area. Moreover, the COE Office is available to support engagement activities with community members (e.g., facilitating a research presentation to gather community input) prior to the application. Please note that gathering community input is not a requirement for applying for these supplements.

Stage 1: Statement of Intent Format

Upload your statement of intent through the [Wilmot Application Gateway](#) by the due date specified above.

- Maximum length: 2 pages
- Content. The statement of intent must include the following information:
 - Project title
 - Contact PI name, department, Wilmot research program affiliation, and Disease Working Group (DWG) affiliation (if applicable)
 - *If Multiple Principal Investigators*, Other PI name(s), department(s), Wilmot research program affiliation(s), and DWG affiliation(s) (if applicable)
 - Plain language abstract: state the project's broad and long-term objectives
 - Specific aims: describe research design and methods for achieving stated goals
 - Intended outcomes: for example, knowledge and experience gained through the supplement, and planned grant applications that will follow project completion.

Stage 2: Full Application Format

Applicants who are invited to submit full applications will receive an email through the Wilmot Application Gateway with a link to the application. The application will include the components listed below.

- Plain language (lay) abstract (10 lines)
- Specific aims (1 page)
- Project proposal (3 pages), organized under the headings of background and significance (including catchment area relevance and alignment with the Wilmot strategic plan, as appropriate), innovation, and approach (including feasibility, project timeline and milestones)
- Community engagement activities, including a dissemination plan (1 page)
- Bibliography and references cited (no limit)
- Plans regarding the use of vertebrate animals or involvement of human subjects
- Budget and justification
- PI biosketches (NIH format)

Application Review Information

The review panel will include Wilmot Research Program COE Liaisons, CCAC Co-Chairs, COE Leadership, and at least two additional community partners. Additional reviewers with specific subject matter expertise may be invited. Panel members with conflicts of interest (e.g., members who are involved in applications or whose organizations are involved in applications) will be excused. Wilmot research representatives and COE Leadership will lead the scientific review. Community representatives will lead the discussion on community engagement, dissemination of findings and integration of community members [e.g., patient advocates, Community Advisory Boards (CABs), the CCAC].

Stage 1

In Stage 1, the review panel will confirm eligibility and review statements of intent. The most competitive and responsive projects will be invited to submit full applications.

Stage 2

In Stage 2, the review panel will review invited full applications. Applications will be scored and ranked by the review panel. The Wilmot Executive Committee will provide input on review panel recommendations, with funding decisions subject to the approval of the Wilmot Director. Applicants will receive written feedback and guidance intended to improve future proposals.

At least one one-year award of up to \$20,000 will be granted to an investigator affiliated with the CM or GEM programs. In addition, the Office of Health Equity Research will support one one-year award of up to \$20,000 for a project that specifically addresses health equity, open to investigators from all research programs.

Full Application Review Criteria

- Significance: Does the project address a community need in the Wilmot catchment area? How will scientific knowledge, technical capability, and/or clinical practice be improved? How will successful completion of the aims (1) impact one or more communities within the Wilmot catchment area; and (2) change the concepts,

methods, technologies, treatments, services, or preventative interventions that drive this field? Is it likely that the successful completion of the project will support a planned grant application? Does the project align with the [Wilmot strategic plan](#)?

- Investigators: Do the investigators have the knowledge and expertise to complete the proposed project? Do the investigators have complementary and integrated expertise? Have the investigators engaged with the COE Office prior to the application? Have the investigators engaged with community members prior to the application (optional)?
- Approach: Are the overall strategies, methodologies, and analyses well-reasoned and appropriate to accomplish the specific aims of the project? If the project involves human subjects or NIH-defined clinical research, does the application include plans adequate to address (1) the protection of human subjects from research risks; (2) justification (in terms of scientific goals and research strategy) for the inclusion (or exclusion) of individuals based on sex/gender, race, and ethnicity, as well as the inclusion (exclusion) of children; and (3) the inclusion of diverse populations? If the project will utilize live vertebrate animals, are procedures scientifically justified?
- Feasibility: Is the study timeline realistic given the project scope? Does the project team have access to departmental and institutional support, equipment, and other resources required to complete the project?
- Community engagement activities: Who are the community members with whom the principal investigator has interacted and will interact? How does the project propose to engage with community members (e.g., patient advocates, CABs, the CCAC)? What community-engaged activities, past and/or present, have already been conducted? What community-engaged activities will be conducted during the funding period? How have the community-engaged activities influenced the development of the protocol or proposed study? How does the principal investigator anticipate the community-engaged activities will influence the development and/or implementation of the proposed study? How will the results be disseminated to the broader community?

Award Information

Reporting and Community Engagement

Successful project teams are required to provide quarterly progress reports written in plain language. Teams are expected to meet regularly with community members (e.g., patient advocates, CABs, the CCAC), as appropriate, to gather ongoing feedback. Teams are also required to present their research (either as a poster or presentation) at the Wilmot CCAC retreat in October and at a COE Community Conversations Grand Rounds. A final written and succinct progress report will be required by November 30, 2026, covering spending relative to budget, scientific progress with reference to planned specific aims, and activities and plans related to dissemination of findings (e.g., presentations, posters, manuscripts prepared, manuscripts submitted, manuscripts published). Reporting on grants that benefited from knowledge and experience gained through the pilot project (submitted or received) is required when appropriate and without a time limit.

Other Terms

Funds will not be released until all needed RSRB and UCAR approvals are provided to Wilmot administration.

A copy of all grant applications that benefit from the pilot project must be provided to Wilmot administration.

All publications, posters, and presentations benefiting from or resulting from the awarded funds must acknowledge Wilmot support using the following language: “The work described in this [publication | presentation | poster] was supported [in part] by the Wilmot Cancer Institute and the University of Rochester Wilmot Cancer Institute Support Grant #P30CA272302. The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health”. All publications benefiting from or resulting from the awarded funds must comply with the [NIH Public Access Policy](#).

Awardees must commit to participating in Wilmot Warrior Weekend as a volunteer, walker, runner, or rider. Wilmot Warrior Weekend is an annual event that brings together survivors, families, friends, faculty, staff, learners, and sponsors to celebrate Wilmot’s contributions to the community. Funds raised through the event support cancer research and survivorship programs at Wilmot.

Contacts for Additional Information

- For questions regarding the call for applications, contact [Francisco Cartujano, MD](#), Assistant Director for COE.
- For questions regarding parent grant eligibility, contact [Michael Brady, PhD](#), Wilmot Research Program Manager.
- For questions regarding scientific matters, contact a Wilmot research program leader:
 - Genetics, Epigenetics and Metabolism: [Paula Vertino, PhD](#), or [Darren Carpizo, MD, PhD](#)
 - Cancer Microenvironment: [Laura Calvi, MD](#), or [Scott Gerber, PhD](#)
 - Cancer Prevention and Control: [Karen Mustian, PhD](#), or [Supriya Mohile, MD, MS](#)
-or-
 - Wilmot Assistant Directors for Clinical Research: [Paul Barr, MD](#) or [Jamie Flerlage, MD](#)
- For questions regarding community needs in the Wilmot catchment area, contact [Charles Kamen, PhD](#), Associate Director for COE.

Additional Resources:

- [Cancer InFocus- Wilmot's Catchment Area](#)
- [Other Community Engaged Research Resources:](#)
 - University of Kansas Advocate-Researchers Working Together Toolkit
 - Markey Cancer Center Community Research Dissemination Toolkit
 - PCORI Foundational Expectations for Partnerships in Research
 - PCORI Research Fundamentals Training
 - PCORI Engagement Plan Template
 - PCORI Budgeting for Engagement Activities
 - PCORI Guide for Engaging with Research Partners about Data and Analysis
 - PCORI Patient Driven Research Community Research Activities and Examples