



Communicating with Your NCI Program Director: *It's a Two-Way Street*

Cheryl Cero, Ph.D.

Program Director, Division of Cancer Biology
National Cancer Institute/ National Institutes of Health

Disclosure Information



I am a full-time U.S. government employee.

I have no financial relationships to disclose.

Objectives

- Program Director: **Who** we are? **What** we do?
- Connecting with your Program Director: **When?** **Why?**
- Understanding what NCI Program Directors **Can** and **Can't** do for you

The NIH Extramural Team

- **Program Directors (PDs)** provide scientific and technical advice about your research and application. (**Scientific**)



- **Scientific Review Officers (SROs)** manage the scientific and technical review of applications. Provide the official documentation of the review. (**Scientific**)

- **Grants Management Specialists (GMS)** manage the administrative and fiscal aspects of an award. (**Business**)

- **Service**

- Point of contact for information
- Liaisons and advocates for investigators

- **Stewardship**

- Stewards of federal funds

- **Vision**

- Identify gaps and needs, make recommendations to NCI/NIH Leadership
- Report major advances to NCI/NIH Leadership

Tips for finding a Program Officer

- 1) Ask your mentor or peers who have submitted applications for names.
- 2) Check out NCI Divisions, Offices, and Centers websites for staff information.

Cancer Cell Biology Branch (CCBB)

CCBB supports and directs research that defines the biological basis for the differences between normal cells and cancer cells, with a major emphasis on studies that reveal processes and molecular targets where there is potential for therapeutic or preventive intervention.

More information on research supported by this branch is available in the [Research section](#).

Phone: (240) 276-6230

Fax: (240) 276-7865

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

Name & Position	Email	Areas of Expertise
Rihab Yassin, Ph.D. <i>Chief</i>	yassinr@mail.nih.gov	Gastroesophageal cancers biology, tumor-initiating cells, stem cell biology, and plasticity
Cheryl Cero, Ph.D. <i>Program Director</i>	cheryl.cero@nih.gov	Cell cycle regulations, senescence, and R03 grants in cancer cell biology
Sharmistha Ghosh-Janjigian, Ph.D. <i>Program Director</i>	sharmistha.ghosh-janjigian@nih.gov	Early lesion biology, as well as oncogenes and their mechanisms
Ruibai Luo, Ph.D. <i>Program Director</i>	luoru@mail.nih.gov	Post-translational modifications, circadian biology, and R15 and R50 grants in cancer cell biology

Help Your Application Get to the Right Institute and Program Director

Matchmaker Results

Top 500 Projects

mitochondria and cancer

Export

Search

Project **Program Officials**

Filters

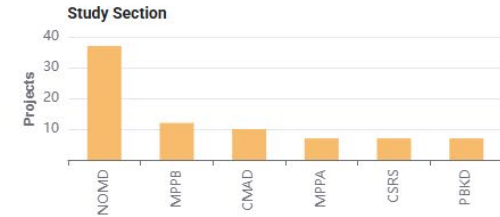
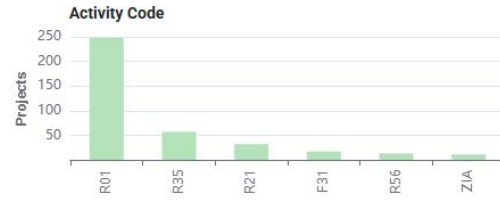
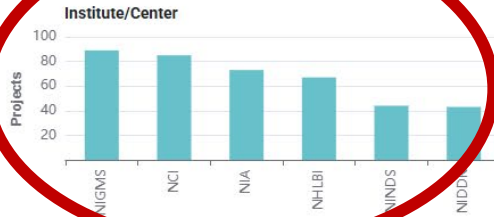
Active Projects

Fiscal Years

Agencies

Program Officials

Study Sections



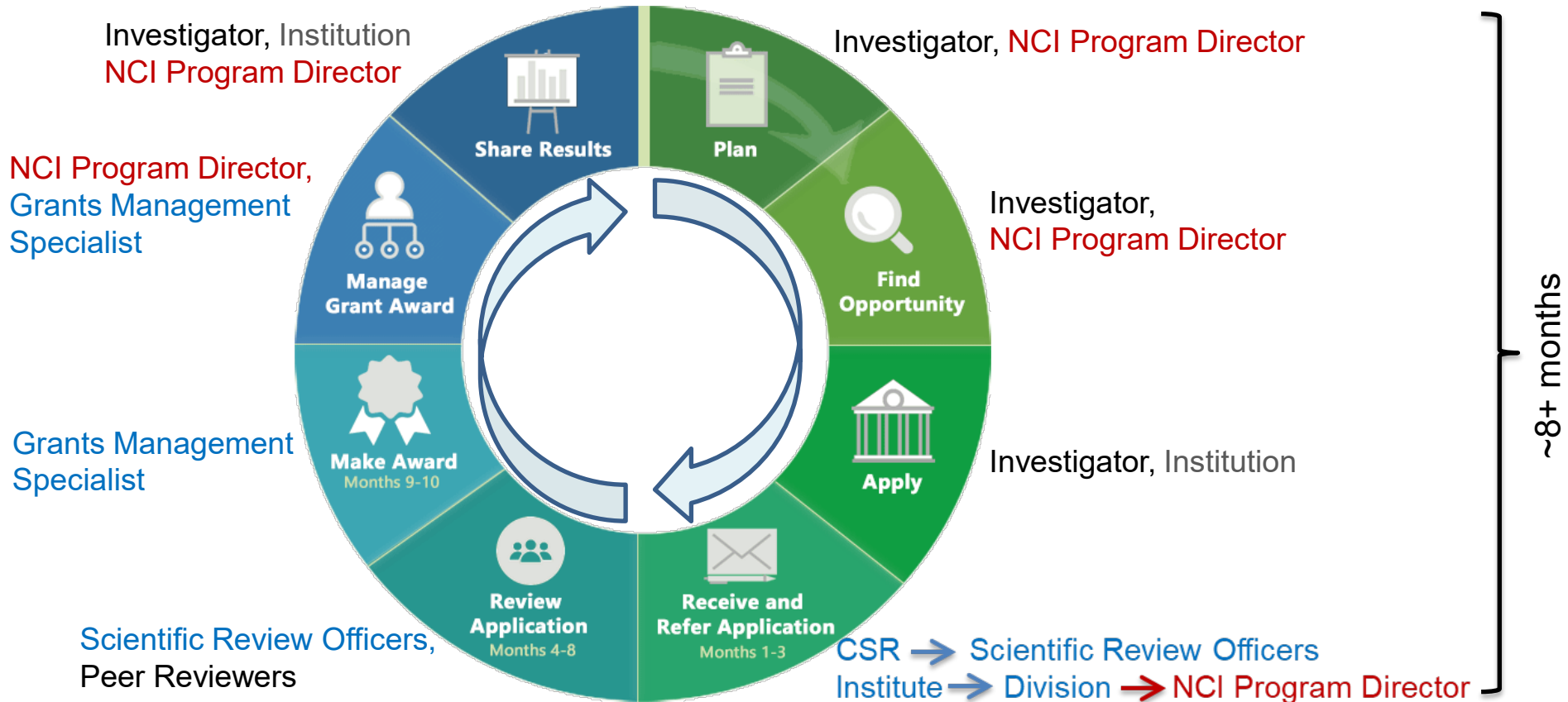
T Act Project	Year	Sub	Principal Investigator(s)/ Project Leader(s)	Organization	Fiscal Year	Admin IC	Funding IC	FY Total Cost by IC	Similar Projects	Match
1	R01	AG075589-01A1	GERMAIN, DORIS A	ICAHN SCHOOL OF MEDICINE AT MOUNT SINAI	2023	NIA	NIA	\$484,736	View	220



<https://reporter.nih.gov/matchmaker/MBpx4DZoc0OirsZ1Wx-PIQ/POs>

Grant Application life cycle – who can help you in the different stages

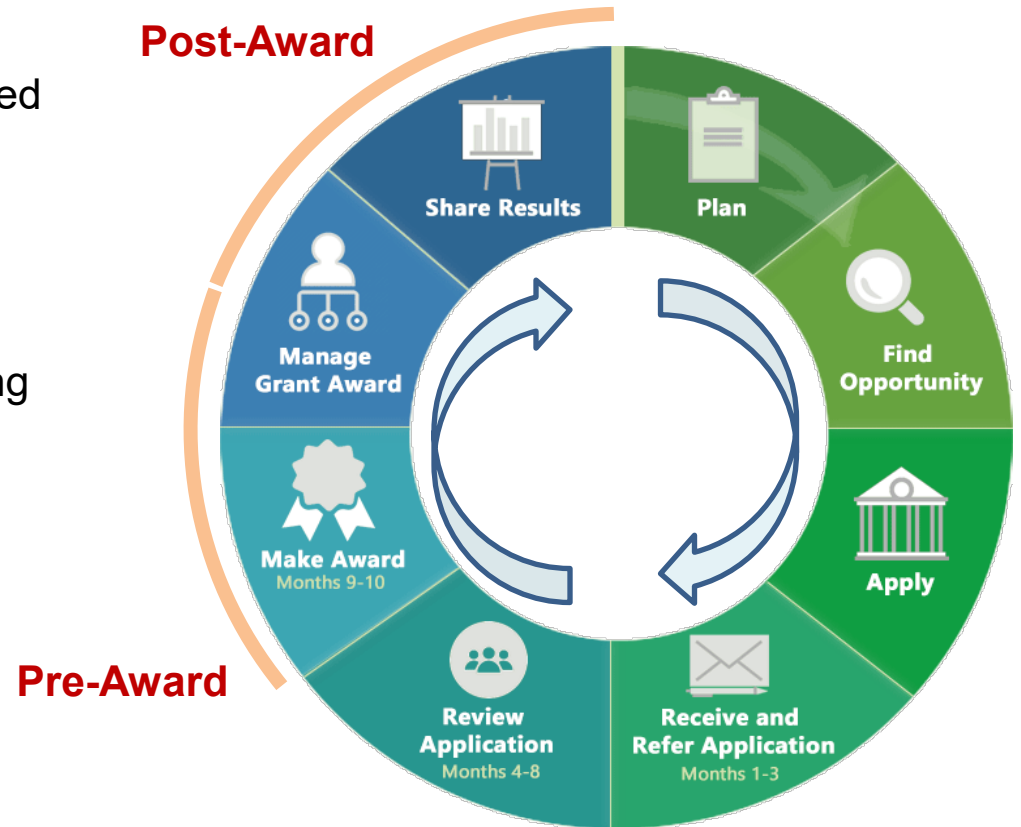
<https://grants.nih.gov/grants-process>



Program Officer Responsibilities: Service Across the Grant Lifecycle (2)

- **Before the award**
 - Issues that need to be addressed

- **After the award**
 - Annual progress report monitoring (RPPR)
 - Scientific advances, trends; advocate for an area of science



What NCI Program Directors 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.

...and it's a *Two-Way Street*: PI responsibilities

- **Keep eRA Commons Personal Profile up to date**
 - (name, degrees, institution, department, academic rank, address, phone, email)
- **Regularly monitor application and grant status in eRA Commons**
 - Documents received/accepted
 - Study section assignment and SRO
 - NIH referral assignment and Program Director (PD)
 - Scores and Summary Statements
 - Just-in-Time (JIT) requests
 - Notice of Award (NoA)
- **Submit all required materials on time**
 - JIT information
 - Annual RPPR
 - Required certifications and documentation (e.g., IACUC, IRB, training certifications, data/resource/genomic data sharing)
 - Grant close-out reports
- **Inform the NIH PD of major scientific advances or publications** (optional, but encouraged—do not wait for the next RPPR)

We will reach out too!

Keep an eye out for our emails



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

Thank you



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



Subscribe to our newsletter!

NCI Division of Cancer Biology

