

Translational Research Grant (TRG)  
Team Composition Form

***Instructions****:* Complete the items in each section below. See details on the roles of the team members within the guidelines at [ncbiotech.org/TRG](https://www.ncbiotech.org/funding/grants/translational-research-grant). Please fill out the entire form.

The NCBiotech Center biosketch form (included at the end of this form) for the PI must be attached to this Team Composition Form. The biosketch form is the final page of this document*.*

***All names throughout this document should be in the format of First initial. Last name.***

***[example: J. Doe]***

**Save this file as a pdf document and upload to the TRG online application form**.

#### Required Team Members

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| 1. Principal Investigator (PI) – The faculty researcher responsible for oversight and execution of the technical project.   NAME (First initial, Last name):  ORGANIZATION/DEPARTMENT:  POSITION/TITLE:  ROLE AND RESPONSIBLITIES ON THIS TRG PROJECT (1-2 paragraphs):  RELEVANT EXPERIENCE FOR THIS PROJECT (1-2 paragraphs): |

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| 2. Project Manager - The project manager is an independent expert in project management methods whose role is to drive the efficient and timely completion of project tasks and achievement of defined milestones. NAME (First initial, Last name):  ORGANIZATION/DEPARTMENT:  POSITION/TITLE:  **Project Management Training** (if applicable):   |  |  | | --- | --- | | Institution and Location | Certification (if applicable) | |  |  | |  |  |   **Relevant Project Management Experience for this Project** (1 – 2 paragraphs):  **Professional Memberships.** List present membership in relevant professional organizations:    **Project management questions:**   1. Describe how you keep a project on schedule and communicate with different stakeholders.      1. How have you handled a project in the past that wasn’t meeting their deadlines? |
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| 1. Technology Transfer Officer (or senior administrator responsible for the intellectual property (IP) and licensing interests of the university)   NAME (First initial, Last name):  ORGANIZATION/DEPARTMENT:  POSITION/TITLE:  ROLE AND RESPONSIBLITIES ON THIS TRG PROJECT (1-2 paragraphs):  RELEVANT EXPERIENCE FOR THIS PROJECT (1-2 paragraphs): |

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| End User (Licensee, Clinician, or Practitioner) A representative target customer of the successful technology who provides an independent “voice of customer” confirmation of the potential usefulness of the technology from a technical perspective.  NAME (First initial, Last name):  ORGANIZATION/DEPARTMENT:  POSITION/TITLE:  ROLE AND RESPONSIBLITIES ON THIS TRG PROJECT (1-2 paragraphs):  RELEVANT EXPERIENCE FOR THIS PROJECT (1-2 paragraphs): |

**OPTIONAL TEAM MEMBERS**

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| **Optional Team Member - Business Case Adviser (BCA) -** The BCA is an optional team member who contributes commercial guidance (market research, competitor analysis, VOC/KOL interviews, technology development plan creation, regulatory or reimbursement guidance, etc.) to the team as needed.  NAME (First initial, Last name): (if none, please enter N/A)  ORGANIZATION/DEPARTMENT:  POSITION/TITLE:  ROLE AND RESPONSIBLITIES ON THIS TRG PROJECT (1-2 paragraphs):  RELEVANT EXPERIENCE FOR THIS PROJECT (1-2 paragraphs): |

*Please copy the box below for as many other key personnel as are required for the project and/or are requesting salary on the budget form.*

**OPTIONAL: OTHER KEY PERSONNEL SERVING ON THE TRG PROJECT TEAM** *(if applicable)*

NAME (First initial, Last name): (if none, please enter “N/A”)

ORGANIZATION/DEPARTMENT:

POSITION/TITLE:

ROLE ON THIS TRG PROJECT:

RESPONSIBLITIES ON THIS TRG PROJECT (1-2 paragraphs):

RELEVANT EXPERIENCE FOR THIS PROJECT (1-2 paragraphs):

**OPTIONAL: OTHER KEY PERSONNEL SERVING ON THE TRG PROJECT TEAM** (if applicable)

NAME (First initial, Last name): (if none, please enter “N/A”)        
ORGANIZATION/DEPARTMENT:        
POSITION/TITLE:      l  
ROLE ON THIS TRG PROJECT:

RESPONSIBLITIES ON THIS TRG PROJECT (1-2 paragraphs):

RELEVANT EXPERIENCE FOR THIS PROJECT (1-2 paragraphs):

## FOR ALL TEAM MEMBERS

##### Conflicts of Interest Statement

1. Describe any potential conflicts of interest, including financial relationships among team members, research staff, potential licensees, *etc*.
2. Describe any team member’s involvement in any company (start-up or established) with interest in the proposed technology (founder, employee, board seat, advisory, financial, *etc*.).

If there are no conflicts of interest, state this in one sentence in this section.

##### Related Previous, Current, and Pending Grants

For all technical research team members and key personnel (PI, co-PI, co-I, collaborator, *etc.*), list of previous, current, and pending grants that directly provided funding for the technology that is being developed in this project. Provide the following information for each grant:

• Funding agency

• Project title

• Award amount

• Date and duration of award

# North Carolina Biotechnology Center

## Translational Research Grant Biographical Sketch Form

Provide the following information for the Principal Investigator only.

**DO NOT EXCEED 2 PAGES**

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| **NAME** | **POSITION TITLE** | **DEPARTMENT** |
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| **INSTITUTION** |
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| **EDUCATION/TRAINING**  Begin with baccalaureate or other initial professional education, such as nursing, and include postdoctoral training. Add more lines as needed. | | |
| **Institution and Location** | **Degree Attained *(if applicable)*** | **Field of Study** |
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1. Positions and Honors. List in chronological order previous positions, concluding with your present position. List any honors. Include present membership on any Federal Government public advisory committee.
2. List the 5 most relevant peer-reviewed publications related to the proposed technology (in chronological order). Do not exceed 5 and do not include publications submitted or in preparation. If you feel you must include more than 5 publications, include a link to a list of your publications.