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MR. BARTHELL ✓

CANCER RESEARCH COORDINATING COMMITTEE
UNIVERSITY OF CALIFORNIA

25 January 1954

SUBJECT: SCHEDULED MEETING DATES IN CONNECTION WITH CANCER RESEARCH
ANNUAL COMMITTEE MEETINGS

TO: Members of Cancer Research Committee, Northern Section
Wood, D., Chairman
Benson, R.
Jenkins, F.
Jones, H.
Low-Beer, B.
Mazia, D.
Shimkin, M.
Stanley, W.
Stern, C.

The tenth annual meeting of the Northern Section to consider applications for cancer research funds for the fiscal year 1954-55 is scheduled to be held March 11, 1954 at 2:00 P.M.; dinner will be served. The meeting will be held at the Faculty Club in Berkeley. Please notify the Secretary's office as soon as possible if unable to attend.

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TO: Members of the Cancer Research Coordinating Committee
Dowdy, A., Chairman
Dunn, M.
Greenberg, D.
Jones, H.
Lawrence, J. S.
Schechtman, A.
Shimkin, M.
Stanley, W.
Stern, C.
Wood, D.

The annual meeting of the Cancer Research Coordinating Committee to act on recommendations of the Northern and Southern Section Committees for cancer research funds for the fiscal year 1954-55 is scheduled to be held April 1, 1954 at 10:00 A.M. The meeting will be held in Los Angeles. Please notify the Secretary's office as soon as possible if unable to attend.

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CANCER RESEARCH COORDINATING COMMITTEE
University of California

25 January 1954

TO: Cancer Research Investigators, Chairmen of Departments, and
Administrative Officers

The State appropriation for cancer research and income from endowment funds for cancer research will be ready for allocation by July of 1954. The President's Office has requested the Cancer Research Coordinating Committee to proceed with the recommendations regarding allocations for the forthcoming year.

Interested department and research heads of the University are invited to prepare applications for cancer research proposals and submit them to the Secretaries of the Northern or Southern Cancer Research Committees not later than February 18, 1954. All applications will be considered by the Cancer Research Committees on March 11 and on April 1, 1954.

Proposals should be explicit as to the nature and direction of the proposed research and should contain an estimated budget for the coming year. It is specifically requested that each applicant prepare his request in strict conformity with the questions listed on the attached form to facilitate recommendation. Each request should contain sufficient explanation of the project and supporting data relative to results achieved or anticipated which would allow full understanding and correct consideration by the Cancer Committees. If the investigator feels that the annual report submitted December 1 meets this requirement, reference should be made to it in lieu of such supporting data. The Committees also request that the proposed project or study, if not obviously in cancer, should include a statement as to how it relates to cancer.

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It is to be noted that a detailed questionnaire is attached regarding space and safety requirements. This form is a state-wide requirement by the President's office for all research projects.

Mimeograph, legal size, stencil sheets, upon which the application should be typed, are available from offices indicated below. They are not mailed to avoid damage. It is expected that each applicant will arrange with the nearest office to obtain sufficient stencils for his purpose. The applicants' prepared application form stencils should be returned to the same offices by the deadline date indicated, February 15, 1954. The cut stencils will then be gathered, duplicated, and sent to the proper committee members.

BERKELEY CAMPUS:

Miss M. Furuya, Life Sciences Building 1557
Phone: Ashberry 3-6000, Ext. 547

SAN FRANCISCO AND DAVIS CAMPUS:

Miss D. Messer, Lab. of Exp. Oncology, Laguna Honda Home
Phone: Overland 1-7894 or
Montrose 4-3600, Ext. 442

Michael B. Shimkin
Michael B. Shimkin, M.D., Secretary
Cancer Research Coordinating Committee

NOTE: In cutting the stencils, please leave 1-1/4" margins.

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APPLICATION FOR CANCER FUNDS
Cancer Research Coordinating Committee
University of California

Check one: New Application DEADLINE: February 18, 1954
 Application for renewal
 Reconsideration

1. Principal investigator (administratively responsible):
2. Sponsor (Chairman of Department or Division):
3. Title of project:
4. Amount requested for 1954-1955:
5. Estimated budget:

PERSONNEL

(List by position titles and salaries) (Total)

SUPPLIES AND EXPENSES:

Permanent equipment:
(List major items of over \$100)
Expendable supplies:
(Chemicals and small laboratory
equipment, biological materials,
animals, animal supplies, etc.)
Services
(e.g. glassblowing, etc.)
Miscellaneous (Total)

6. Explanation of project. This should be sufficiently detailed to be self-explanatory and indicate bearing of the application to the cancer problem. In the case of application for renewal, if the Annual Report submitted December 1, 1953, is deemed sufficient information for the Committee, state "See Annual Report."
7. Importance or bearing of project on the subject of cancer:
8. State the support received or sought from other sources for this or other projects related to cancer:
 - a. Received during 1953-1954 _____
 - b. Applications now pending _____

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WORK SHEET -- PROPOSED RESEARCH PROJECT

Contracting Agency: _____ Government Number: _____
 Type of Agreement: _____ Starting Date: _____
 Campus: _____ Termination Date: _____
 Department: _____ Maximum Amount: _____
 Title of Investigation: _____

Investigator: _____

Space Requirements: Location _____
 Total Square feet _____

Is this space available? _____ Is it occupied at present? _____

If occupied, what disposition is being made of present occupants and present activity?

Is office equipment (desks, chairs, files, etc.) currently available for new personnel for this project? Yes _____ No _____

If not, give details, including method of financing.

Are alterations to building or laboratory required, including utilities such as gas, electricity and water, sewers, drains, lighting, telephone, etc. If so, give details, including estimated cost and method of financing.

Are animals to be used? _____ If so, is space available? _____

Safety Requirements: Will any of the following be used on the project?

Toxic Solvents: Yes _____ No _____

Noxious gases: Yes _____ No _____

If above will be used, are ventilation, fume hoods, etc., adequate for personnel safety? Yes _____ No _____ Don't know _____

Radiation: Yes _____ No _____

If radiation will be used, have facilities been approved by the Radiation Safety Committee? Yes _____ No _____

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Project Director

Date