



Translating Science into Solutions for Better Health

Mentored Career Development in Clinical Translational Science (MCD-CTS/KL2)

Info Session: Application Portal Walkthrough

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Agenda

1 Application Updates – Important Dates

2

Navigating the Online Application Portal

3

Q&A

Important Dates

Application Process

Letter of Intent

Application Submission

Review

Application Reviews

Interview Notification

Applicant Interviews with Applicant and Mentor

Applicant's primary mentor is requested to attend this 20-minute applicant interview. Reserve these future dates on the calendar as other options will not be provided. Applicants will receive interview notification October 19, 2026 - October 23, 2026, as well as a copy of reviewers' comments. Please be prepared to address reviewers' comments during the interview. Further instructions will be provided at that time.

Award Notification & Appointment

Notification of Awards

Awardee Orientation (Awardee and Mentor)

Due Date

August 7, 2026 (5:00PM)

June 1, 2026 – August 28, 2026 (5:00PM)

September 2026 – October 2026

October 19, 2026 – October 23, 2026

Dates/Times TBD

(Info to be updated by mid-July 2026 on SC CTSI website.)

December 4, 2026

Dates/Times TBD

(Conducted before Christmas break 2026. Info to be updated on SC CTSI website by mid-July 2026.)

April 1, 2027

MCD-CTS Program Start Date



Additional Info Sessions

**Recordings available on MCD-CTS Application
Details Webpage**

- **Info Session 1 & 2: Training Program Overview**
- **Info Session 3: Application Portal Walkthrough**



KL2 Q&A – Ask Us Anything

Date: July 14, 2026

Time: 9:00AM



InfoReady: MCD-CTS/KL2 Online Application Portal

**Overview of
Application
Portal**

**Live
Demonstration**



Southern California Clinical and Translational Science Institute

Welcome to the funding portal for the Southern California Clinical and Translational Science Institute (SC CTSI).

SC CTSI is a multifaceted resource for clinical and community-partnered translational research. Set in the urban heart of Los Angeles where 85% of residents are from minority backgrounds, we view these challenges as opportunities to make research with diverse populations easier and more beneficial for our communities.

We are proud to provide pilot funding, diverse training opportunities, robust clinical research support, digital recruitment methods, community connections, and many other to support our research.

Please visit our website to learn more about the services and resources offered by the [SC CTSI](#).

Competitions

Filters

Search...

Search help and tips

Title ↓↑	Due Date ↓↑	Category ↓↑	Award Cycle ↓↑		
SC CTSI Translational Science Accelerator Grant Program - Spring 2026	06/12/2026	Open Funding Opportunities	Spring 2026 Pilots	Learn More	Apply
Mentored Career Development in Clinical Translational Science (MCD-CTS/KL2) Award - 2026	08/28/2026	Open Funding Opportunities	Cohort 18 (2026)	Learn More	Apply

InfoReady Application Portal

Find MCD-CTS/KL2 Award

Click Apply



Log In

Login

Email Address:

Password:

[Forgot your password?](#)

Remember Me

Log In

Register >

InfoReady Application Portal

Login

If you have an existing account, login with email and password.

Or

Register

Create a new account.



InfoReady Application Portal

Details Button to review application information and supporting documents.

SCCTS Southern California
Clinical and Translational Science Institute
Supporting Science and Improving the Lives of People

Hello, [Jeanne](#) | [Sign Out](#) | [Help](#)

HOME REVIEWS APPLICATIONS PROGRESS REPORTS

Mentored Career Development in Clinical Translational Science (MCD-CTS/KL2) Award - 2026

PDF **Details**

⚠ Beginning July 1, 2026, you will no longer be able to create new competitions with the Funding template. For more information, please visit our [support article](#).

Dates

Internal Submission Deadline: Friday, August 28, 2026 at 5:00 pm

Letter of Intent Deadline: Friday, August 7, 2026

Funding Organization's Deadline: Friday, August 28, 2026 at 5:00 pm

Details

Administrator(s): MCD-CDS Program of Workforce Development (Owner)

Category: Open Funding Opportunities

Cycle: Cohort 18 (2026)

Number of Applications Allowed Per Applicant: 1

Number of Possible Awardees: 4

Supporting Documents:

- [MCD-CTS Reviewer Orientation 5/31/24](#)
- [MCD-CTS Application Checklist 5/29/25](#)
- [MCD-CTS Signature Page 5/29/25](#)
- [MCD-CTS Application Guidelines version 2 - 6/1/26](#)

Description

The Mentored Career Development in Clinical and Translational Science (MCD-CTS) is a three-year program created to support research career development for health professionals or individuals with research doctoral degrees who wish to pursue formal training and a career in clinical and translational research.

[Benefits and Support](#)

Supporting Documents

- [MCD-CTS Reviewer Orientation 5/31/24](#)
- [MCD-CTS Application Checklist 5/29/25](#)
- [MCD-CTS Signature Page 5/29/25](#)
- [MCD-CTS Application Guidelines version 2 - 6/1/26](#)



InfoReady Application Portal

My Application Button to start your application.

[Back](#) | Application: Mentored Career Development in Clinical Translational Science (MCD-CTS/KL2) Award - 2026



Complete and submit the application below. The Personal Details section will be populated with information from your user profile where possible. Should you need to navigate away from the site or close your browser before completing the application, please click 'Save as Draft' below. You will be able to find and resume your application by clicking 'Applications' in the top navigation.

* Indicates required field

Details

My Application

Supporting Documents

- [MCD-CTS Reviewer Orientation 5/31/24](#)
- [MCD-CTS Application Checklist 5/29/25](#)
- [MCD-CTS Signature Page 5/29/25](#)
- [MCD-CTS Application Guidelines version 2 - 6/1/26](#)

Personal Details

*Applicant First Name:

*Applicant Last Name:

*Applicant Degree(s):

*Email Address:

*Phone Number:

*Primary Organization:

*Primary Appointment Title:

*Department/Division, School, and Address:

eRA Commons Username:

*Home Department Administrator Name and Email and Payroll Administrator Name and Email:

Rich text editor toolbar with icons for undo, redo, bold, italic, text color, background color, bulleted list, numbered list, link, unlink, source, and other editing functions.

Type or paste your content here.

InfoReady Application Portal

Personal Details:

- Name
- Professional Title
- Department Info
- Contact Info
- eRA Commons Username
- Demographic Information
- Primary Mentor and Co-mentor(s) Information

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Application Details:

- Research Title
- Translational Priorities
- IRB Approval Status
- Financial Information
 - Percent Effort (*50% for surgeons or 75%*)
 - Annual Salary

Application Details ^

***Proposal Title:**

***Does your research project address any of the translational priority areas below? (Click on at least one):**

Select 1 to 7 choices

- Pre-clinical Research - Early-stage research using animal models; human cells, organoids or tissue; or computer simulations to inform the development of new treatments or diagnostic tools
- Clinical Research - Research involving human participants to identify mechanisms of diseases or test new treatments and diagnostic methods.
- Healthcare Delivery Science - Research focused on improving the efficiency and effectiveness of healthcare systems and processes for better patient outcomes.
- Community-Based Research - Collaborative research conducted with community partners to address health issues and promote well-being within the community.
- Translational Science - Development, testing, and/or sharing of generalizable approaches; tools or best practices that increase the quality, speed, or impact of health research.
- Data Science - Novel applications of mathematics, statistics and computer science to health data for insights into human disease, patient care, or population health.
- Clinical Translational Science Education - Development of novel approaches and tools for educating and training the clinical and translational science workforce.
- Other

***Have you submitted your research study to Institutional Review Board (IRB) or Institutional Animal Care and Use Committee (IACUC) at the time of submitting this application:**

***Financial Information: Indicate percent (%) effort you intend to commit to research and training activities as required per the**



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Upload Files:

1. Response to Critiques *(if applicable)*
2. Letters of Recommendation

Upload Files



Response to Critiques (Re-submissions Only)

Re-submission of Application - Response to Reviewers' Comments (Optional): If your application is a re-submission from the previous year and received reviewers' comments, applicants may **provide a 1-page summary** of response to reviewers' comments from the previous year.

Please use 11-point font as well as include applicant's name, title of the section and title of the specific component in the header (ex. Applicant: John Doe, MD, Re-submission of Application/Response to Reviewers Critiques).

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Letters of Recommendations

Mentor and Department/Division Chair Supporting documents:

Letters of recommendation (maximum 2 pages) should be provided to the applicant as a PDF file by the:

- Primary Mentor and Co-mentor(s): Please have all mentors sign one letter.
- Division Chief or Department Chair.

Primary mentor and co-mentor(s) must include comments regarding the applicant's qualifications relevant to the study of clinical/translational research and their commitment to a career in clinical or translational research as well as describing the qualifications of the applicant to conduct the proposed research project. Elaborate on the potential of the candidate to perform the research project and understand its implications for human disease and improvement of human health, particularly in urban populations. Elaborate on the commitment of the applicant to clinical and translational research and how this award would benefit him/her in continuing an independent career in this field. The Mentors should also describe their qualifications to mentor the applicant, and elaborate how this research project fits in with research conducted by the Mentor's. If the primary mentor is providing research space and/or financial support, he/she may submit a separate letter addressing this resource component. Mentors must ensure that they will uphold the required protected time of 75% effort for MCD-CTS Scholars to spend on clinical/translational research and training activities while in the program.



InfoReady Application Portal

3. Proposed Mentoring Plan

- Career Development Goals
- Research Project
- Extramural Funding, Manuscript, Meeting Presentation Timeline

4. Proposed Education Plan

Proposed Mentoring Plan Section

Please provide a separate page for each component stated below. Do not combine all three components on one page. Put applicants name and section title on each header. Please upload as a combined PDF document.

A. Career Development Goals: Provide a description of career development goals including timeline and strategy proposed to meet the goals (up to half page in 11-point font) (e.g., communications skills (written, oral, multidisciplinary interaction, teaching, and research skills). Please include information on your mentoring team and their expertise, as well as the frequency, duration, and when mentoring meetings will be initiated. The header should include applicant's name, section title, and this mentoring component (ex. Applicant: John Doe, MD, Proposed Mentoring Plan, Career Development Goals).

B. Research Project: Please provide up to one page outline/timeline of specific benchmarks and the anticipated date of completion of your research project (up to half page in 11-point font). The header should include applicant's name, section title, and this mentoring component (ex. Applicant: John Doe, MD, Proposed Mentoring Plan, Research Project Timeline).

C. Extramural Funding, Manuscript, Meeting Presentation Timeline: Provide expectations regarding submission of application for extramural funding, manuscripts, and meeting presentations (up to half page in 11-point font). The header should include applicant's name, section title, and this mentoring component (ex. Applicant: John Doe, MD, Proposed Mentoring Plan, Extramural Funding, Manuscript, Meeting Presentation Timeline).

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Proposed Educational Plan Section

Educational Plan: Please provide up to half page statement (in 11-point font) on applicant's plans for educational development during the award (intention to pursue a Master of Science in Clinical and Translational Research, or other coursework, tutorials, or training). Include and describe structured activities, such as course work or technique workshops as well a specific benchmarks, and anticipated dates of completion. This portion of the application needs to include didactic courses that will be incorporated into the career development and mentored research experience. Also, explain how this educational plan will facilitate overall long-term career development goals. The header should include applicant's name and title of this section (ex. Applicant: John Doe, MD, Proposed Education Plan).

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InfoReady Application Portal

5. Proposed Research Plan

- Personal Statement
- Structured Abstract
- Specific Aims
- Research Strategy
- Preliminary Data
- Cited Literature

Proposed Research Plan Section

Please **provide a separate page for each component stated below. Please upload as a combined PDF document.** Please use 11-point font and add applicant's name and section title in header for all sections below:

A. Personal Statement by the Applicant (up to half page): A personal statement by the applicant describing his/her career goals, future commitment to clinical translational research, and how this research project would help him/her to achieve these goals. Elaborate on future goals, not on the past. Stress the new, enhanced research skills and knowledge that will be acquired as a result of the proposed award. Address how this award will allow you to accomplish your career/training goals. If an applicant has considerable research experience in the same areas as the proposed research, reviewers may find that the program will enhance their research career.

B. Structured Abstract: The abstract is a summary of the proposed research project. The following sections must appear as part of the structured abstract (**250 word limit**):

- **Background:** Provide background information on the research topic.
- **Research Question/Hypothesis:** Concisely state the study hypothesis.
- **Design:** Describe the study as retrospective or prospective. Identify the study design. Interventional studies should be listed as a randomized clinical trial, non-randomized clinical trial, interventional case series, or interventional case report. Observational studies should be listed as a case control study, cross-sectional study, cohort study, or observational case series. A perspective, meta-analysis, or auto-designation study should be indicated, as appropriate.
- **Participants/Animal:** State the number of persons/animals and/or the number of controls if a separate control group is included.
- **Methods/Approach:** Concisely, describe the principal treatment(s), procedure(s), test(s), or observation(s) to be performed in order to answer the research question.
- **Main Outcome Measures:** Defines the main parameter(s) being measured (e.g., intraocular pressure, vision, electroretinography, inflammation, etc.).
- **Innovation:** Briefly summarizes the anticipated research results or innovative contributions/impact.

C. Specific Aims: State concisely the goals of the proposed research and summarize the expected outcome(s), including the impact that the results of the proposed research will exert on the research field(s) involved. List succinctly the specific objectives of the research proposed, e.g., to test a stated hypothesis, create a novel design, solve a specific problem, challenge an existing paradigm or clinical practice, address a critical barrier to progress in the field, or develop new technology that can be developed to improve health or health care. (**up to one page**).

D. Research Strategy: Organize the Research Strategy in the specified order and use the instructions provided below. Study details should be cited using the "Literature Cited" section and need not be detailed in the Research Strategy. **No more than 2 pages**, and start each section with the appropriate section heading:



InfoReady Application Portal

6. Applicant Biosketch
7. Applicant Curriculum Vitae
8. Signature Page

Applicant's NIH Biosketch

[Applicant's NIH Biosketch](#): This section **may not exceed four pages**. Please refer to NIH website link for format, additional information, and samples using the updated version:

<https://grants.nih.gov/grants-process/write-application/forms-directory/biosketch>.

***File Input:**

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Applicant's Curriculum Vitae

There is no page limit for this section.

***File Input:**

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Signature Page

Applicant, mentors, and department chair /division chief's signatures must be obtained to complete the submission process. The signature page can be found on the last page of the application. Please download the [signature page form](#). Digital signature with a time stamp will be accepted if original signature is not able to be obtained. If you are not able to obtain all required signatures on the same page, please combine the various pages into one PDF document. Please upload the PDF copy of the signature page(s) to complete the submission process.

***File Input:**

Choose File No file chosen



InfoReady Application Portal

Save as Draft to return to edit your application.

Submit Application to complete submission.

Note: Once submitted, the system does not permit an application to be returned. Any requested revisions must be completed by KL2 staff.

Save or Submit Your Application

Click the Save as Draft button if you would like to return later to complete your application (below left). Click the Submit Application button when you are ready to submit your application (below right).

Add Other Email Addresses for Notifications

Use the form below to have other email addresses included on all communications.

Enter recipient(s) email address(es):

Separate email addresses with commas

Save as Draft

Submit Application



Live Demonstration





QUESTIONS?



University of Southern California • Children's Hospital Los Angeles



Translating Science into Solutions for Better Health



KL2@sc-ctsi.org

or

Jeanne Dzekov McKean

Program Manager

dzekov@med.usc.edu



@SoCalCTSI



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