



Making a world of difference in cancer care

THE ASCO CANCER FOUNDATION- BREAST CANCER RESEARCH FOUNDATION 2010 ADVANCED CLINICAL RESEARCH AWARD IN BREAST CANCER

REQUEST FOR PROPOSALS

The ASCO Cancer Foundation

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THE ASCO CANCER FOUNDATION

The ASCO Cancer Foundation supports educational programs of the highest quality in cancer care and prevention; facilitates the dissemination of information about cancer and cancer treatment to patients and their families; and, through its grants program, supports, encourages, and recognizes excellence in clinical research in the field of oncology. For more information visit www.ascocancerfoundation.org.

THE BREAST CANCER RESEARCH FOUNDATION

The Breast Cancer Research Foundation is an independent 501 (c) (3) not-for-profit organization whose mission is to achieve prevention and a cure for breast cancer in our lifetime by providing critical funding for innovative clinical and translational research at leading medical centers worldwide, and increasing public awareness about good breast health.

Purpose

The Advanced Clinical Research Award (ACRA) is designed to fund mid-career investigators who are committed to clinical cancer research and who wish to conduct original research not currently funded.

Funding Available

The grant is funded at the level of \$450,000, paid in three (3) annual increments of \$150,000 per year on January 1. The grant includes \$137,000 per year to support the research project, \$2,500 per year for travel related to the project (including the ASCO Annual Meeting), and \$10,500 per year (or 7% of the yearly total award amount) for overhead or indirect costs. Grant funds may not be applied to patient care costs that are reimbursable by a third party payor.

Eligibility Criteria

The Advanced Clinical Research Award in Breast Cancer is intended to support proposals with a patient-oriented focus, including a clinical research study and/or translational research involving human subjects. ASCO's definition of clinical research is "hypothesis-driven research that employs measurements in whole patients or normal human subjects, in conjunction with laboratory measurements as appropriate; on the subjects of clinical biology, natural history, prevention, screening, diagnosis, therapy, or the epidemiology of neoplastic disease" (*Journal of Clinical Oncology*, Vol. 14, No. 2, 1996, pp. 666-670). Proposals with a predominant focus on in vitro or animal studies (even if clinically relevant) are not allowed.

Applicants must meet the following criteria:

- Be a physician (MD, DO, or international equivalent) who is in the fourth to ninth year of a full-time, primary faculty appointment in a clinical department at an academic medical institution at the time of grant submission.
- Have completed productive post doctoral/post fellowship research and demonstrated the ability to undertake independent investigator-initiated clinical research.
- Be an active member of ASCO or have submitted a membership application with the grant application.
- Be able to commit 75% of full-time effort in research (applies to total research, not just the proposed project) during the award period.

The ASCO Cancer Foundation reserves the right to evaluate and determine applicants' eligibility based on the information and justifications included in the application materials.

Key Dates

Online Applications Open: **September 1, 2009**
Letter of Intent Due: **October 20, 2009 by 5:00 pm EDT**
Full Application Due: **December 17, 2009 by 5:00 pm EST**
Award Notification Date: **April 2010**
Award Term: **July 1, 2010 – June 30, 2013**

Applicants are encouraged to start their application early due to the complexity of the online application process. To initiate an application, please go to <https://grants.ascocancerfoundation.org>.

Application Process

All applications must be submitted in accordance with the requirements and instructions of this Request for Proposal (RFP). All application materials must be in English and must be submitted online. No paper applications will be accepted.

Letter of Intent Submission

The online application will open on September 1, 2009. A letter of intent must be submitted online on or before **October 20, 2009 by 5:00 pm EDT**. The following components are required:

1. Contact Information
 - Name
 - Contact Information
 - Institution
 - Degree
 - ASCO Member ID (Choose "Pending" if submitting a membership application with the grant application)
 - Subspecialty Training Completion Date
 - Initial Full-time Faculty Appointment Start Date
2. Project Information
 - Project Title
 - Abstract - a brief abstract of the research proposal must be entered (<350 words)
 - Subject Area
 - Focus Area(s)
 - Human Subject and Animal Use Assurances
3. Applicant's Biosketch – Applicants can upload their current NIH biosketch if they have one available. If they do not have an NIH biosketch, they can use the template provided in the online application. The biosketch must not exceed four pages.

The Letters of Intent (LOI) will be reviewed internally by The ASCO Cancer Foundation based on the following criteria: (1) completeness of information; (2) eligibility, and; (3) appropriateness of scientific topic. After review, applicants will be notified about the status of their LOI on **October 26, 2009**. Only applicants who have received an approval for their LOI will be eligible to submit a full application. Applicants will not receive feedback on the LOI submitted.

Full Application Submission

The full application must be submitted online on or before **December 17, 2009 by 5:00 pm EST.**

The following are **mandatory** components:

1. Contact Information
2. Project Information (includes abstract, IRB, and Animal Use Assurances)
3. Applicant's Biosketch
4. Research Plan
5. Cited References
6. Budget and Justification
7. Institutional Letter of Support from Department Chair or Dean
8. Institutional Approval Face Sheet Signed by Institutional Approver

The following are **optional** components:

1. Clinical Protocol (It is strongly encouraged to attach this document.)
2. Prior Publications
3. Supporting Documentation (Additional Uploads)

Contact Information. This section includes the following information about the applicant:

- Name
- Contact Information
- Institution
- Degree
- ASCO Member ID (Choose "Pending" if submitting a membership application with the grant application)
- Subspecialty Training Completion Date
- Initial Full-time Faculty Appointment Start Date

Please note that not all information will be carried over from the Letter of Intent and it may have to be re-entered.

Project Information. This section includes the following information about the proposed project:

- Project Title
- Abstract - a brief abstract of the research proposal must be entered (<350 words)
- Subject Area
- Research Focus Area(s)
- Assurances for use of human and/or animal subjects in the research proposal

Applicant's Biosketch. Please note that biosketches do not carry forward from the Letter of Intent and will need to be re-uploaded.

Research Plan. The research plan should be limited to six (6) typewritten, single-spaced pages, with one-inch margins and 11 point Arial font type. ALL pertinent tables, pictures, and graphs MUST be included within the 6-page limit.

The research plan must contain the following:

- Specific Aims: This section should state concisely and realistically what the research intends to accomplish and/or what hypothesis is to be tested, and should list measurable objectives for the proposed project.

- **Significance and Background:** This section should explain the proposal in terms of its significance, reviewing any previous work and current status of related research, should describe any preliminary work completed that led to the proposed research, should state the rationale behind the approach, and should include the long-term goals and implications of possible results.
- **Experimental Design/Brief Methods of Procedure/Statistical Analysis:** This section should provide condensed details of the proposal including nature of subject, sampling data collection procedures, experimental methods, type of data expected, procedures for data analysis and interpretation, and appropriate statistical considerations. When human subjects are involved, the precautions to ensure patient safety and confidentiality and the relevance or implications for patient care should be explained. In addition, a description of the facilities and resources available to conduct the study should be included.

Cited References. A list of cited references in the Research Plan should be uploaded as a separate document in the Uploads section.

Budget and Justification. The award funds will be directed to the sponsoring institution and should be used towards salary support, supplies, equipment, travel, etc. necessary for the pursuit of the recipient's research project. Award funds may not be applied to patient care costs that are reimbursable by a third-party payor. The budget must be directly entered into the online application. Budget justification for the entire project period must be included for each line item requested under the "Notes" section.

The budget guidelines are as follows:

- **Total Award:** The total award amount is \$450,000 payable on January 1 in annual increments of \$150,000 over three years. The total cost requested per year should not exceed \$150,000.
- **Research support:** \$137,000 per year should support costs directly related to the research project such as personnel salary, supplies, equipment, and other expenses.
- **Travel:** Up to \$2,500 per year should be allotted specifically for the applicant's travel to the annual meeting and for any other travel essential to conducting the study. Attendance is mandatory at the ASCO Annual Meeting upon acceptance of the grant.
- **Indirect costs:** Up to \$10,500 per year (or 7% of the yearly total award amount) can be applied to overhead or facilities and administrative costs of the recipient's institution in administering the recipient's research project.

Institutional Letter of Support. A letter from the Department Chair or Dean at the sponsoring institution where the applicant's research project will be conducted must be provided. This letter must include a statement of institutional support that will enable the applicant to perform the proposed research.

Supporting Documentation (Additional Uploads). This section may be used to upload any necessary additional information required to properly review the application (ie. letter from a drug company that they will provide the investigational drug, a letter of collaboration from another laboratory providing expertise for this project, etc.). Due to the limited time given to the reviewers, upload of any documents that are not critical to the review of the proposal or any additional publications is not allowable.

Institutional Approval. The Authorized Official representing the institution of the applicant must approve the completed application (both the project proposal and the budget) before submission. This official is normally from the institution's Office of Sponsored Research.

In this section, the name and contact information of the Institutional Approver must be entered in the online application system. Once the application is complete, the "Notify" button should be clicked in order for the online system to send the Institutional Approver an email containing login information and instructions describing how to

enter the online system to review and approve the application. If the application is still incomplete, the Institutional Approver should not be notified.

Upon logging in of the Institutional Approver, the completed application in PDF format will be available to view. If the application is approved, the Institutional Approver must upload the completed and signed Institutional Approval Face Sheet. However, if the application is not approved, the Institutional Officer should contact the applicant directly to correct any problems prior to approval.

Upon upload of the Institutional Approval Face Sheet, an email will be sent to the applicant confirming that this task has been completed. Subsequently, the applicant must login and submit the completed and approved application. No changes should be made to the application upon obtaining institutional approval.

The completed and approved application must be received on or before the deadline of 5:00 pm EST on December 17, 2009.

Selection Process

The recipient will be selected exclusively by the 2010 ACRA in Breast Cancer Subcommittee, using a peer review processed based on the following:

- Performs patient-oriented research, including a clinical research study and/or translational research involving human subjects
- Significance and originality of the proposed study and hypothesis
- Appropriateness, feasibility, and adequacy of the proposed experimental design and methodology
- Availability of environmental and institutional resources to support the proposed project
- Prior research experience and accomplishments of the applicant
- Potential favorable impact on career development of the applicant

Applicants will not receive feedback on the applications submitted.

For questions, please email grants@asco.org.

CHECKLIST

2010 Advanced Clinical Research Award (ACRA) in Breast Cancer

Mandatory Components

- Contact Information – including ASCO Member ID number
- Project Information – including Abstract (< 350 words), IRB, and Animal Use Assurances
- Applicant's Biosketch (4 pages maximum)
- Research Plan (6 pages maximum including tables, pictures, graphs, single spaced, 1 inch margins, Arial, font size 11)
- Cited References
- Budget and Justification
- Institutional Letter of Support (from Department Chair or Dean)
- Institutional Approval Face Sheet Signed by Institutional Approver

Optional Components

- Clinical Protocol (It is strongly encouraged to attach this document)
- Prior Publications
- Supporting Documentation (Additional Uploads)