



ACPMP Research Foundation

\$150,000 Changemaker Research Grant

Program Guidelines & Instructions

About the ACPMP Research Foundation

Founded in 2008, the ACPMP Research Foundation was created by a community of individuals affected by appendix cancer (AC), pseudomyxoma peritonei (PMP), and related peritoneal surface malignancies. The ACPMP Research Foundation is dedicated to support and fund promising research and education that moves us toward a cure for appendix cancer, PMP and related peritoneal surface malignancies. The Foundation also endeavors to support the appendix cancer community of patients and their caregivers by providing the latest and most accurate information.

Program Summary

The ACPMP Research Foundation Changemaker Grant Program is intended to support scientific, clinical, or translational research studies—focused on appendix cancer or pseudomyxoma peritonei (PMP) of appendiceal origin—with the highest potential to ultimately impact patients or *change* our knowledge in appendiceal cancers in order to provide answers about this rare disease that will help to advance treatments for appendiceal cancer patients. Proposals are strongly encouraged in, but not limited, to the ACPMP Research Foundation Think Tank core research priority areas of: refining appendix tumor histology and histopathologic classification, defining the appendix tumor microenvironment, molecular characterization of appendix tumors and targets, conducting prospective investigations and trials, understanding appendix cancer on a population level, and developing disease-specific models and a model repository—as described in detail in Holowatyj et al. *Nature Reviews Cancer*. 2025. PubMed PMID: [39979656](#).

Proposals aligned with this Award Program focus on appendiceal mucinous neoplasms, appendiceal adenocarcinomas (including signet ring cell adenocarcinoma and goblet cell adenocarcinoma), and/or pseudomyxoma peritonei of appendiceal origin; other cancer types are not eligible under this grant program. Applications will also be considered for their potential to lead to extramural funding applications (e.g. NIH, DoD, FDA, corporate sponsors), additional pre-clinical studies and clinical trials.

The ACPMP Research Foundation Changemaker Grant provides \$150,000 for direct costs associated with the proposed research project. Indirect costs are not allowed under this mechanism.

Eligibility Criteria

Applicants must hold a doctoral degree (e.g., PhD, MD, MD/PhD or equivalent) in a related field and must work at a medical, academic or research institution. Full-time faculty members with an appointment at the rank of Assistant Professor or higher are eligible to submit one proposal per application cycle to the Changemaker Grant.

Individuals who currently have an active ACPMP Research Foundation Grant Award awarded under ACPMP's Catalyst Research Grant Program are not eligible to apply.

Grant Application Deadline/Timeline

Full Application Deadline: September 1, 2025, at 5:00 p.m. EST

Review of Applications: October/November 2025

Award Notification: November 2025

Start of Grant Term: December 1, 2025

Inquiries about the ACPMP Research Foundation Grant Program guidelines, eligibility, requirements, and application materials may be directed to the ACPMP Research Foundation at info@acpmp.org.

Changemaker Grant Instructions

All applicants are required to complete an online grant submission by the application deadline using the ProposalCentral website at <https://proposalcentral.com>.

Applicants are required to enter information directly into the ProposalCentral online submission platform as well as upload all necessary documents. These instructions outline details regarding information to be entered on the submission platform as well as required materials for upload.

Applications will not be accepted in any other format. Late applications will not be accepted.

ProposalCentral Account Information:

NEW USERS with ProposalCentral: Select “Need an Account” and follow the prompts to complete the account registration process. After logging in, complete the ‘Professional Profile’ prior to beginning an application.

REGISTERED USERS with ProposalCentral: Log into the site with your Username/Password. If you cannot remember your login details, select the “Forgot Your Password?” link and follow the prompts to reset your login information.

To begin an ACPMP Research Foundation Changemaker Grant Application: In ProposalCentral, select the “Grant Opportunities” tab/page. Find the “ACPMP Research Foundation Changemaker Grant” program and click the “Apply Now” button in the Apply column.

Any difficulties with registration, log in or in creating your Changemaker Grant Application can be directed to ProposalCentral Customer Support at: pcsupport@altum.com or via phone at (800) 875-2562 (U.S. & Canada, Toll-Free) and +1-703-964-5840 (Direct Dial International).

Grant Application Components:

The following documents and information are required to submit a completed grant application. The numbered components correspond to the sections listed on the left side of the ProposalCentral application.

1. Title Page

The title of the research proposal should be entered in this section. Do not use abbreviations.

Terms and Conditions of the Grant: In order to verify that the applicant is informed of the Terms and Conditions of the ACPMP Research Foundation Changemaker Grant should they be awarded funds, the applicant must acknowledge that they have read the Terms and Conditions and have provided them to their institution by filling in their full name and date in the corresponding box within the application. The Terms and Conditions may be amended and/or modified by the ACPMP Research Foundation before formal execution of the Grant Agreement.

2. Instructions

The Program Guidelines & Instructions document and Changemaker Grant Terms & Conditions can be accessed and downloaded from [this page](#).

3. Enable Other Users to Access This Proposal

Optional. This section allows you to give other users access permissions to your grant application. If electronic signatures will be used for submission, signatories can be added to the application [here](#).

4. Applicant

Provide information for the applicant/Principal Investigator (PI) into the ProposalCentral system.

5. Institution & Signing Official

Contact information for the applicant's institution and signing official must be entered directly into the ProposalCentral system in this section.

6. Scientific Abstract & Narrative

The Scientific Abstract is limited to 1,500 characters, is unstructured, and should provide a succinct and accurate description of the proposed research project.

The Narrative is limited to three sentences and should communicate the impact/public health relevance of the project to the public. Plain language that is understandable by a general audience should be used.

Do not include proprietary or confidential information in the Scientific Abstract & Narrative. If the application is funded, the Scientific Abstract and Narrative will be made public.

7. Research Area(s) and Keywords

This section should describe how the research proposed in the Changemaker Grant advances ACPMP Research Foundation Think Tank core research priority area(s), including: refining appendix tumor histology and histopathologic classification, defining the appendix tumor microenvironment, molecular characterization of appendix tumors and targets, conducting prospective investigations and trials, understanding appendix cancer on a population level, and developing disease-specific models and a model repository—as described in detail in Holowatyj et al. *Nature Reviews Cancer*. 2025. PubMed PMID: [39979656](https://pubmed.ncbi.nlm.nih.gov/39979656/). The Research Area(s) response is limited to 750 characters.

Research Keyword(s): Provide three to five keywords that are relevant to your project.

8. Co-Investigators

All Co-Investigators and Collaborators—independent researchers who have a key personnel role on the proposed project—should be directly entered into the ProposalCentral system. Do not enter information for trainees (e.g. students, fellows) and/or research assistants working on the proposed research as they are not defined as collaborators.

A Letter of Collaboration is required to be uploaded for every Co-Investigator listed on the grant application. This letter should confirm the scope and role of the Co-Investigator's involvement in the proposed research.

Biographical sketches for each Co-Investigator are also required to be uploaded to the application. Further information on the required NIH Biosketch format for project

Co-Investigators is provided in Section 12.B.

9. Detailed Budget

A Detailed Budget is required. Applicants should submit a budget in the amount of up to \$150,000. The budget may not be allocated for indirect costs—no indirect costs are allowed for this grant.

The direct salary for individuals under this award cannot exceed the National Institutes of Health (NIH) Salary Cap.

The Budget Justification document should include a certification that there is no financial or scientific overlap with existing projects. If this project is an extension of a funded award, please describe how the research proposed herein is a new area of investigation that has not yet been funded.

Percent effort of the applicant on the proposed project must be indicated. In addition, identify by name and title any additional Key Personnel and their specific responsibilities during each year of the proposed project. For positions that are not yet filled, please note "TBD" in the name field.

Detailed information on any research/laboratory supplies, equipment, travel applicable to the research project, publication charges for manuscripts that pertain directly to the funded project, and other research expenses being requested should be described in the Non-Personnel Costs section. Detailed justification is required for equipment requests exceeding 10% of the total budget.

Budget expenditures that are also not permissible under the scope of this award include: professional membership dues; travel, housing, registration, and other expenses related to attendance at any scientific meetings/conferences; tuition fees; and any other research-related expenses not directly pertaining to this project. Grant funds may not be directed towards the salary or benefits of any individuals from a for-profit industry or government entity.

10. Budget Summary

The Budget Summary section is autopopulated from information added in Section 8, Detailed Budget. No information needs to be entered on this page. This section should be used to verify that the information entered on the Budget Detail page is accurate.

11. Organizational Assurances

Select the relevant assurances (e.g. IRB, IACUC, Recombinant DNA) for the proposed research and complete the Approved or Pending Status and Date fields as appropriate. Assurances and certifications are made and verified by the signature of the Institutional Official signing the grant application.

If the Changemaker Grant is funded, all approvals (as applicable) must be submitted in writing to the ACPMP Research Foundation.

12. Grant Application Documents (Application Uploads)

Formatting instructions: All applicants must follow instructions for all documents. ***Failure to adhere to these font, margin(s) and page limits will result in the return of the grant without review.***

- Font size: Must be 11 point Arial. Smaller texts in figures, graphs, diagrams and charts are acceptable, as long as it is legible when the page is viewed at 100%.
- Recommended fonts: Arial, Georgia, Helvetica, Palatino Linotype
- Text spacing/Type density: Must be no more than 15 characters per linear inch (including characters and spaces).
- Paper size: Use paper size no larger than standard letter paper size (8.5" x 11").
- Margins: Provide at least one-half inch margins (1/2")—top, bottom, left and right—for all pages. No applicant-supplied information can appear in the margins.
- Headers and footers: Do not include headers or footers in your attachments.

A. RESEARCH STRATEGY

A statement of your objectives for the project and description of the rationale for the research and experiments. The Research Strategy is limited to four (4) pages, including figures and tables.

The information should be presented in this order and should include the following subheadings:

(A) Specific Aims; (B) Background, Significance/Innovation, and Preliminary Data/Rationale;

(C) Research Design & Methods; (D) Statistical Analysis; and (E) Impact & Future Directions.

The References Section does not count against the Research Strategy page limit and should be uploaded as a separate document.

B. BIOGRAPHICAL SKETCH(ES)

Applicants are required to use the [Non-Fellowship Biosketch Template](#) available to download from the [NIH's Biosketch Format Pages, Instructions and Samples](#).

Please refer to this Instruction and Sample page for directions on how to correctly format the Non-Fellowship Biosketch. The biographical sketch must be in English.

The biographical sketch of the Principal Investigator (PI) is required to be uploaded using this format. Biographical sketches of Co-Investigators should also follow this format and be uploaded to the application.

C. DATA SHARING STATEMENT

To advance science and improve human health, the ACPMP Research Foundation has a steadfast commitment in sharing scientific data, model organisms and related resources generated from grant funds to accelerate biomedical research discovery. For genomic data, the ACPMP Research Foundation expects institutions and researchers to broadly and responsibly share genomic data generated by ACPMP Research Foundation funds.

Aligned with the NIH, the ACPMP Research Foundation strongly encourages the use of established repositories to the extent possible for preserving and sharing scientific data. Shared scientific data should be made accessible no later than the time of an associated publication, or the end of the grant period, whichever comes first.

The Data Sharing Statement should outline the appropriate sharing of scientific data, acknowledging certain factors (i.e., legal, ethical, technical) that may affect the extent to which scientific data are preserved and shared. Any potential limitations on subsequent data use should be communicated in this statement. The ACPMP Research Foundation will assess whether the statement appropriately considers and describes these factors.

13. Validate

The application must be validated on ProposalCentral. An application that has not been validated cannot be submitted. “Validate” is a feature that reviews all required data and required document uploads/attachments. You will not be able to submit if the required data and attachments have not been provided.

14. Signature Page

In order to verify that the Applicant and the Applicant’s Institution have approved the Grant Application and Terms & Conditions, applicants must obtain all required signatures on the Signature Page. Electronic/digital signatures are permissible. Signatures transmitted by electronic means have the same force and effect as original signatures.

The signed Signature Page (with signature from the Applicant and Institution’s Signing Official) must be uploaded to the online grant application in the Application Uploads section (Section 11).

15. Submit

After passing the validation and signature page, follow the “Submit” link. You will receive an e-mail confirming your submission. Once your application has been submitted, it can be viewed by accessing the “Submitted” link under the tab named “Proposals”. The status column should reflect the “Submitted” status together with the date of submission. Refreshing your browser after application submission may be necessary to reflect this status.

Changes to a Submitted Grant Application:

Change of Institution or Position: If you change your institution or professional position, please contact the ACPMP Research Foundation to determine whether your proposal is still eligible for review.

Change of Address: If you change your address, please advise the ACPMP Research Foundation in writing of any changes to your e-mail, phone number or address after application submission. Include your name, institution and application number. The e-mail address listed in your application will be used for all communications about your proposal submission and grant selection/funding results.

Application Withdrawal: Please inform the ACPMP Research Foundation, in writing, to withdraw your application for any reason. This correspondence should provide the reason for withdrawal, your name, grant program to which you applied, application number and the proposal title.