



Grant Application Guidelines

A Collaborative Pediatric Cancer Research Awards Program includes the following granting organizations:

Rally Foundation for Childhood Cancer Research, Arms Wide Open Childhood Cancer Foundation, Kids Join The Fight, The Truth 365 and Infinite Love for Kids Fighting Cancer

Applications may be accessed and submitted online through ProposalCentral: <https://proposalcentral.com/>

2023 GRANT CYCLE DATES

CYCLE COMPONENT	DATE
Letter of Intent Opens	August 22, 2022
Letter of Intent Closes	September 23, 2022, 5:00 PM EST
Full Application Opens (by invitation only)	November 2, 2022
Full Application Closes	January 6, 2023, 5:00 PM EST
Earliest Award Notification	April 1, 2023
Project Period Start Date	July 1, 2023

GRANT MECHANISMS

A Collaborative Pediatric Cancer Research Awards Program offers three grant mechanisms:

Postdoctoral and Clinical Research Fellow Grant (Page 2)

Independent Investigator Grant (Page 9)

Consortium Grant (Page 15)

POSTDOCTORAL AND CLINICAL RESEARCH FELLOW GRANT PROPOSAL GUIDELINES

I. Eligibility

- Fellows conducting pediatric cancer research as clinical fellows in pediatric hematology/oncology and/or postdoctoral research fellows.
- The Fellow Grant is available for MD, DO, PharmD or PhD fellows conducting research after the first year of their fellowship.
- Fellows in the last year of their fellowship are only eligible for a one-year grant. They may re-apply for a Young Investigator/Independent Investigator Grant as a young investigator the following grant cycle. To determine whether to apply for a Fellow Grant or a Young Investigator/Independent Investigator Grant, consider your position as of July 1, 2023.
- Principal investigators do not need to be U.S. citizens or located at a U.S. institution.
- Principal investigators' institution may be a hospital, university or private lab.

II. Pediatric Cancer Research Project Priority Areas

The application must address at least one of the following priority areas related to cancer in children, adolescents and/or young adults up to age 24 (see Section V. Grants for age ranges):

- Innovative approaches to research that could lead to advanced studies or clinical trials.
- Basic science studies that are likely to lead to a new discovery.
- Under-studied cancer types.
- Quality of life, survivorship and palliative care studies.
- Personalized, targeted, alternative or integrative research proposals.
- Data utilization through data standardization, collection, storage, analysis and sharing.

The following will not be reviewed:

- Proposals that have no direct relevance to pediatric cancer nor fall within the scope of A Collaborative Pediatric Cancer Research Awards Program.
- Proposals for infrastructure programs.
- Incomplete applications and/or applications received after the deadline of January 6, 2023 at 5:00 PM EST.

III. Award Information

Award Amount

Fellow Grants up to \$50,000 per year for one or two years of support will be awarded. Please note that not all applicants that request two years of funding are awarded two years of support. Awards

are determined by a competitive peer-review process and scores received. One-year grants will receive two installments and two-year grants will receive four installments, one every six months. Grants awarded one-year of funding will have the option to apply for a second year of support through a Postdoctoral and Clinical Research Fellow Grant Renewal. Renewal applications will be peer-reviewed and considered with all other applications in the grant cycle. Guidance regarding the Renewal application will be sent during the award period.

The Collaborative Organizations have an interest in funding Postdoctoral and Clinical Research Fellows. A portion of available funds are reserved for Fellow Grants contingent on scores received.

Applicant

Fellow Grants should be requested by the fellow as the applicant/principal investigator. The fellow should put together the proposal with the guidance of a scientific mentor who is clearly identified in the proposal as the primary mentor with a letter of support.

The fellow should have only one primary mentor; however, listing co-investigators or co-mentors is acceptable. If the primary mentor should change during the Fellow Grant award period, written documentation should be submitted with this new information to the Collaborative Organizations.

Funding for fellows will be given at the postdoctoral level. Salary support for individuals above that level of experience/training should be part of a Young Investigator/Independent Investigator Grant or Consortium Grant rather than a Fellow Grant.

Applications will be reviewed through the Medical Advisory Board peer-review process.

IV. Request for Continued Funding

Applicants may request additional funding for a project previously funded by the Collaborative Organizations. After two years of consecutive funding for a specific project, the applicant will be required to submit a new full application that will be peer-reviewed and considered with all other applications in the grant cycle.

V. Grants

The awarded funds must be used for the specific purpose for which they are granted unless written permission is received from the Collaborative Organizations.

The Collaborative Organizations will fund cancer research for the following populations: childhood (0-14), adolescent (15-19) and young adult (20-24).

We will not fund grants for the construction of buildings, remodeling of laboratories or purchase of land. We will not fund human embryonic stem cell research. We also do not pay indirect costs. If you have any additional questions about the definition of indirect costs as applicable to the Collaborative Organizations, please contact the Grants Administrator.

VI. Post-Award Requirements

Each Collaborative Organization has pledged to regularly report to its members how their donations are being used. The goodwill felt by these donors generates continued income for future

grant funding. Therefore, all award recipients must adhere to the following requirements:

A. Reports

One-Year Grants

Prior to the authorization of the second installment of a grant award, the fellow must complete an interim report using the web form in ProposalCentral stating the specific aims, studies and results, significance, plans and a layman's summary. A written statement on the value of the grant to their research is also required. In other words, "What the Collaborative Organizations' award has meant to me." In addition, fellows must submit a financial report providing a breakdown of funds expended to date and how the remaining funds will be utilized.

Two-Year Grants

Prior to the authorization of the second, third and fourth installments of a grant award, the fellow must complete interim reports (required dates will be provided) using the web form in ProposalCentral stating the specific aims, studies and results, significance, plans and a layman's summary. A written statement on the value of the grant to their research is also required. In other words, "What the Collaborative Organizations' award has meant to me." In addition, fellows must submit a financial report providing a breakdown of funds expended to date and how the remaining funds will be utilized.

Both One-Year and Two-Year Grants

No later than 60 days following the end of the grant term, recipients should provide a summary of the benefits of the Collaborative Organizations' award to their research using the web form in ProposalCentral. A final report of expenditures should also be included.

B. Publications

Each Collaborative Organization encourages recipients to cite the organization(s) as a funding source in peer-reviewed publications arising from this award program. Recipients should also acknowledge the Collaborative Organization(s) in non-peer-reviewed articles about their research in student newspapers, alumni newsletters, institutional magazines, etc. Please forward copies of these news articles to the Collaborative Organization(s) as soon as they are published.

C. Miscellaneous Information – Action Required

Funding of a proposal authorizes each Collaborative Organization to use the applicant's name in soliciting contributions to fund its cancer research and educational programs.

Funding of a proposal also authorizes each Collaborative Organization to link to the applicant institution's website. We understand that your web master must approve all web links, and we agree to contact you if the application for your institution is funded so that we can make appropriate arrangements to link to your site.

Rally Foundation for Childhood Cancer Research (Rally) serves as the grant administrator for A Collaborative Pediatric Cancer Research Awards Program and its partner organizations: Arms Wide Open Childhood Cancer Foundation, Kids Join The Fight, The Truth 365 and Infinite Love

for Kids Fighting Cancer.

If you are funded by one or more of the Collaborative Organizations, it is imperative that your institution properly document and recognize each individual organization.

VII. Guidelines for Full Application Submission

Electronic Submission Deadline – January 6, 2023 at 5:00 PM EST

- Applicants must submit proposals electronically through ProposalCentral, an electronic grant submission system provided by Altum, Inc: <https://proposalcentral.com/>.
- If you are a ‘new’ user in ProposalCentral click the link: “Need an account?” and complete the registration process.
- If you are already registered in ProposalCentral, access the site and log in with your email address. If you have forgotten your password, click on the “Forgot your password?” link. Supply your email address in the space provided; a link to reset your password will be sent to you by email.
- After you log in, update or complete your Professional Profile (fourth tab from the left) before starting an application.
- To start application, select the Grant Opportunities tab (gray tab furthest to the right). A list of opportunities will display. Find the “A Collaborative Pediatric Cancer Research Awards Program” grant you wish to apply for (Postdoctoral and Clinical Research Fellow Grant) and click the ‘Apply Now’ link (second to last column) to ‘create’ your application. Please note that full applications will be available in ProposalCentral to invited applicants in November 2022.
- If you have any difficulties registering, logging in or creating your application, contact ProposalCentral Customer Support at 1-800-875-2562 or +1 703-964-5840, and/or email pcsupport@altum.com.

Format Specifications for Text

Arial font size 11 point should be used for all documents. Applications that are incomplete, typed in a smaller font size or not adhering to the page limits will be rejected administratively. Use at least one-half inch margins (top, bottom, left and right) for all pages. For text boxes, ProposalCentral character limits include spaces.

Fellow Grant Application Online Face Page (required)

Complete the online Face Page. Signing official’s signature will be required. You may print the required signature page found in Section 11 of application should you choose to begin the signature process early.

A. Layman’s Summary (2,000 characters)

This will help each Collaborative Organization’s Board of Directors evaluate the recommendations of the Medical Advisory Board. Please provide a layman’s summary in *plain language*, suitable for a general audience. Please refer to the NIH guidelines for plain language summaries: <https://www.nih.gov/institutes-nih/nih-office-director/office-communications-public-liaison/clear-communication/plain-language/plain-language-getting-started-or-brushing>.

B. Scientific Summary (2,000 characters)

A separate one-half page summary of the research objectives and rationale.

C. Human Subjects

Certification for protection of human subjects should be obtained for all applicable projects, in accordance with NIH guidelines. Copies of relevant documentation should accompany the proposal, including I.R.B. approval letter and/or an I.A.C.U.C. approval letter or proof of pending submission of I.R.B. or I.A.C.U.C. as soon as possible. Please refer to NIH guidelines for human subjects' regulations:

<https://www.hhs.gov/ohrp/regulations-and-policy/decision-charts/index.html>.

D. Vertebrate Animals

Certification for protection for the care and treatment of laboratory animals is required for all applicable projects, in accordance with NIH guidelines. Relevant documentation must accompany the proposal, including I.R.B. and/or I.A.C.U.C. approval letter or proof of pending protocols.

E. Budget

Please use the grant application budget forms (PHS 398 Form Pages 4 and 5). The budget should only reflect project costs specifically supported by the Collaborative Organizations up to \$50,000 per year. This may represent only a portion of the larger project's costs. We will not pay for indirect costs. Enter the totals under each budget category for each year of support requested. In addition, please provide an itemized, detailed budget justification for direct costs. Use a continuation page as needed but limit to one page.

F. Biographical Sketch

Fellows, primary scientific mentors and co-investigators should include a biographical sketch formatted to March 2020 NIH guidelines (please be specific and state any areas of potential overlap your proposed project may have with funded grants and/or pending applications). Any previous funding for the proposed project must be included here along with whether the project has received extramural funding (e.g., NIH) in the past.

G. Research Plan (limited to seven pages)

Please keep these questions in mind as you organize items 1-3 below:

- What do you intend to do?
- Why is the work important?
- What has already been done?
- How are you going to do the work?

1. Specific Aims

State concisely the goals and specific objectives of the proposed research and the clinical impact that the results of the proposed experiments will have on the advancement of the pediatric cancer research field. State the hypotheses to be tested and relevance to the funding priorities listed in

Section II of these Guidelines.

Only proposals which are directly related to a Section II priority area and funding pediatric cancer research and education programs will be considered.

2. Research Strategy

a. Significance

Describe the importance of the problem and the progress in the field that the proposed studies will address. Explain research to date that has led to the present application, critically evaluate existing knowledge and specifically identify the need that the project is to fill. State the significance of your proposed project with respect to the pediatric cancer research by relating the specific aims to the goals and long-term objectives.

b. Innovation

Provide a detailed explanation of the innovations that are included in the proposal. Explain how the application seeks to shift current research or clinical practice paradigms. Describe any novel theoretical concepts, approaches or methodologies and instrumentation or interventions to be developed or used and elaborate on any advantages over existing methods.

c. Experimental Approach and Research Design

Describe the experimental approach to the research question and state the procedures and methods to be used in achieving the specific aims. Include how the data will be collected, analyzed and interpreted. Provide a tentative sequence or timetable for the project. Specify any procedures, situations or materials that may be hazardous to personnel and the precautions to be exercised. Reviewers will weigh heavily the feasibility of carrying out the project in the projected time span, analyzing any potential difficulties and limitations of the proposed procedures and specific aims.

d. Career Plan

Fellow applicants should describe a long-term career plan and elaborate on how the successful completion of the proposed research fellowship would benefit his/her career goals in the pediatric cancer field.

H. Relevant References (limited to one page)

List all references in “Nature” format. Limit the references to relevant and current literature. It is important to be concise and to select only those literature references pertinent to the proposed research.

I. Letters of Support

Include letters of support from the scientific mentor and the department head. Include any appropriate letters of support from all individuals serving as consultants confirming their role(s) in the project.

SHOULD YOU HAVE ANY PROBLEMS, YOU MAY CONTACT THE ADMINISTRATOR OF A COLLABORATIVE PEDIATRIC CANCER RESEARCH AWARDS PROGRAM:

Rally Foundation for Childhood Cancer Research

Leigh Anna Lang

Email: leighanna@rallyfoundation.org

Phone: 404-847-1270

YOUNG INVESTIGATOR/INDEPENDENT INVESTIGATOR GRANT PROPOSAL GUIDELINES

I. Eligibility

- All academic ranks, Instructor to Professor, and research scientists with MD, DO, PharmD and/or PhD degrees may apply.
- Rally defines young investigators as researchers no more than five years post fellowship. To determine whether you apply for a Fellow Grant or a Young Investigator/Independent Investigator Grant, consider your position as of July 1, 2023.
- Rally defines independent investigators as researchers who are more than five years post fellowship.
- Principal investigators do not need to be U.S. citizens or located at a U.S. institution.
- Principal investigators' institution may be a hospital, university or private lab.

II. Pediatric Cancer Research Project Priority Areas

The application must address at least one of the following priority areas related to cancer in children, adolescents and/or young adults up to age 24 (see Section V. Grants for age ranges):

- Innovative approaches to research that could lead to advanced studies or clinical trials.
- Basic science studies that are likely to lead to a new discovery.
- Under-studied cancer types.
- Quality of life, survivorship and palliative care studies.
- Personalized, targeted, alternative or integrative research proposals.
- Data utilization through data standardization, collection, storage, analysis and sharing.

The following will not be reviewed:

- Grants that have no direct relevance to pediatric cancer nor fall within the scope of A Collaborative Pediatric Cancer Research Awards Program.
- Proposals for infrastructure programs.
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III. Award Information

Award Amount

Young Investigator/Independent Investigator Grants up to \$50,000 per year for one or two years of support will be awarded. Please note that not all applicants that request two years of funding are awarded two years of support. Awards are determined by a competitive peer-review process and

scores received. One-year grants will receive two installments and two-year grants will receive four installments, one every six months. Grants awarded one-year of funding will have the option to apply for a second year of support through a Young Investigator/Independent Investigator Grant Renewal. Renewal applications will be peer-reviewed and considered with all other applications in the grant cycle. Guidance regarding the Renewal application will be sent during the award period.

The Collaborative Organizations have an interest in funding Young Investigators. A portion of available funds are reserved for Young Investigators contingent on scores received.

IV. Request for Continued Funding

Applicants may request additional funding for a project previously funded by the Collaborative Organizations. After two years of consecutive funding for a specific project, the applicant will be required to submit a new full application that will be peer-reviewed and considered with all other applications in the grant cycle.

V. Grants

The awarded funds must be used for the specific purpose for which they are granted unless written permission is received from one of the Collaborative Organizations.

The Collaborative Organizations will fund cancer research for the following populations: childhood (0-14), adolescent (15-19) and young adult (20-24).

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VI. Post-Award Requirements

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A. Reports

One-Year Grants

Prior to the authorization of the second installment of a grant award, the principal investigator should send an interim report stating the specific aims, studies and results, significance, plans and a layman's summary. A written statement on the value of the grant to the investigator's research is also required. In other words, "What the Collaborative Award Organizations' award has meant to me." In addition, investigators must submit a financial report providing a breakdown of funds expended to date and how the remaining funds will be utilized.

Two-Year Grants

Prior to the authorization of the second, third and fourth installments of a grant award, the principal investigator should send interim reports (required dates will be provided) stating the specific aims,

studies and results, significance, plans and a layman’s summary. A written statement on the value of the grant to their research is also required. In other words, “What the Collaborative Award Organizations’ award has meant to me.” In addition, investigators must submit a financial report providing a breakdown of funds expended to date and how the remaining funds will be utilized.

Both One-Year and Two-Year Grants

No later than 60 days following the end of the grant term, recipients should provide a summary of the benefits of the Collaborative Organization(s) award to their research using the web form in ProposalCENTRAL. A final report of expenditures should also be included.

B. Publications

Each Collaborative Organization requires recipients to cite the individual organization(s) as a funding source in peer-reviewed publications arising from this Collaborative Awards Program. Recipients should also acknowledge the individual organization(s) in non-peer-reviewed articles about their research in student newspapers, alumni newsletters, institutional magazines, etc. Please forward copies of publications to each funding organization as soon as they are published.

C. Miscellaneous Information – Action Required

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- If you are already registered in ProposalCentral, access the site and login with your email address. If you have forgotten your password, click on “Forgot your password?” Supply your email address in the space provided; a link to reset your password will be sent to you by email.

- After you log in, update or complete your Professional Profile (fourth tab from the left) before starting an application.
- To start an application, select the Grant Opportunities tab (gray tab furthest to the right). A list of applications will display. Find the “A Collaborative Pediatric Cancer Research Awards Program” grant you wish to apply for (Young Investigator/Independent Investigator) and click the ‘Apply Now’ link (second to last column) to ‘create’ your application. Please note that full applications will only be available in ProposalCentral to invited applicants in November 2022.
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Grant Application Online Face Page (required)

Complete online Face Page. Signing official’s signature will be required. You may print the required signature page found in Section 11 of application should you choose to begin the signature process early.

A. Layman’s Summary (2,000 characters)

This will help each Collaborative Organization’s Board of Directors evaluate the recommendations of the Medical Advisory Board. Please provide a layman’s summary in *plain language*, suitable for a general audience. Please refer to the NIH guidelines for plain language summaries: <https://www.nih.gov/institutes-nih/nih-office-director/office-communications-public-liaison/clear-communication/plain-language/plain-language-getting-started-or-brushing>.

B. Scientific Summary (2,000 characters)

A separate one-half page summary of the research objectives and rationale.

C. Human Subjects

Certification for protection of human subjects should be obtained for all applicable projects, in accordance with NIH guidelines. Copies of relevant documentation should accompany the proposal, including I.R.B. approval letter and/or an I.A.C.U.C. approval letter or proof of pending submission of I.R.B. or I.A.C.U.C. as soon as possible. Please refer to NIH guidelines: <https://www.hhs.gov/ohrp/regulations-and-policy/decision-charts/index.html>.

D. Vertebrate Animals

Certification for protection for the care and treatment of laboratory animals should be obtained for all applicable projects, in accordance with NIH guidelines. Copies of relevant documentation

should accompany the proposal, including I.R.B and/or I.A.C.U.C. approval letter or proof of pending protocols.

E. Budget

Please use the grant application budget forms (PHS 398 Form Pages 4 and 5). The budget should only reflect project costs specifically supported by the Collaborative Organizations up to \$50,000 per year. This may represent only a portion of the larger project's costs. We will not pay for indirect costs. Enter the totals under each budget category for each year of support requested. Please provide an itemized, detailed budget justification for direct costs. Use a continuation page as needed but limit to one page.

F. Biographical Sketch

The principal investigator and co-investigators should include a biographical sketch formatted to March 2020 NIH guidelines (please be specific and state any areas of potential overlap your proposed project may have with funded grants and/or pending applications). Any previous funding for the proposed project must be included here along with whether the project has received extramural funding (e.g., NIH) in the past.

G. Research Plan (limited to six pages)

Please keep in mind these questions as you organize items 1-3 below:

- What do you intend to do?
- Why is the work important?
- What has already been done?
- How are you going to do the work?

1. Specific Aims

State concisely the goals and specific objectives of the proposed research and the clinical impact that the results of the proposed experiments will have on the advancement of the pediatric cancer research field. State the hypotheses to be tested and relevance to the funding priorities listed in Section II of these Guidelines.

Only proposals which are directly related to a Section II priority area and funding pediatric cancer research and education programs will be considered.

2. Research Strategy

a. Significance

Describe the importance of the problem and the progress in the field that the proposed studies will address. Explain research to date that has led to the present application, critically evaluate existing knowledge and specifically identify the need that the project is to fill. State the significance of your proposed project with respect to pediatric cancer research by relating the specific aims to the goals and long-term objectives.

b. Innovation

Provide a detailed explanation for the innovations that are included in the proposal. Explain how the application seeks to shift current research or clinical practice paradigms. Describe any novel theoretical concepts, approaches or methodologies and instrumentation or interventions to be developed or used and elaborate on any advantages over existing methods.

c. Experimental Approach and Research Design

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H. Relevant References (limited to one page)

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I. Letters of Support

Young investigators must include a letter of support from the department head. Include any appropriate support letters here from all individuals serving as consultants confirming their role(s) in the project.

SHOULD YOU HAVE ANY PROBLEMS, YOU MAY CONTACT THE ADMINISTRATOR OF A COLLABORATIVE PEDIATRIC CANCER RESEARCH AWARDS PROGRAM AT THE FOLLOWING ADDRESSES:

Rally Foundation for Childhood Cancer Research
Leigh Anna Lang
Email: leighanna@rallyfoundation.org
Phone: 404-847-1270

CONSORTIUM GRANT PROPOSAL GUIDELINES

I. Eligibility

- All academic ranks, Instructor to Professor, and research scientists with MD, DO, PharmD and/or PhD degrees may apply.
- Consortia are three or more institutions collaborating on a grant-supported research project.
- Principal investigators do not need to be U.S. citizens or located at an U.S. institution.
- Principal investigators' institution may be a hospital, university or private lab.

II. Pediatric Cancer Research Project Priority Areas

The application must address at least one of the following priority areas related to cancer in children, adolescents and/or young adults up to age 24 (see Section V. Grants for age ranges):

- Innovative approaches to research that could lead to advanced studies or clinical trials.
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- Proposals for infrastructure programs.
- Incomplete applications and/or applications received after the deadline of January 6, 2023 at 5:00 PM EST.

III. Award Information

Award Amount

Consortium Grants up to \$100,000 per year for one or two years of support will be awarded to the lead institution responsible for reporting back to the Collaborative Organization(s). Please note that not all applicants that request two years of funding are awarded two years of support. Awards are determined by a competitive peer-review process and scores received. One-year grants will receive two installments and two-year grants will receive four installments, one every six months. Grants awarded one-year of funding will have the option to apply for a second year of support through a Consortium Grant Renewal. Renewal applications will be peer-reviewed and considered with all other applications in the grant cycle. Guidance regarding the Renewal application will be

sent during the award period.

IV. Request for Continued Funding

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Both One-Year and Two-Year Grants

No later than 60 days following the end of the grant term, recipients should provide a summary of the benefits of the Collaborative Organization(s) award to their research using the web form in ProposalCENTRAL. A final report of expenditures should also be included.

If awarded, an annual timetable, which contains application deadlines, start dates and due dates for all reports, will be sent with each awardee's notification and acceptance letter.

B. Publications

Each Collaborative Organization requires recipients to cite the individual organization(s) as a funding source in peer-reviewed publications arising from this Collaborative Awards Program. Recipients should also acknowledge the individual organization(s) in non-peer-reviewed articles about their research in student newspapers, alumni newsletters, institutional magazines, etc. Please forward copies of publications to each funding organization as soon as they are published.

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Electronic Submission – Deadline January 6, 2023 at 5:00 PM EST

- Applicants must submit proposals electronically through ProposalCentral, an electronic grant submission system provided by Altum, Inc: <https://proposalcentral.com/>.
- If you are a 'new' user in ProposalCentral, click the link: "Need an account?" and complete the registration process.
- If you are already registered in ProposalCentral, access the site and login with your email address. If you have forgotten your password, click on "Forgot your password?" Supply your email address in the space provided; a link to reset your password will be sent to you by email.
- After you log in, update or complete your Professional Profile (fourth tab from the left) before starting an application.

- To start an application, select the Grant Opportunities tab (gray tab furthest to the right). A list of applications will display. Find the “A Collaborative Pediatric Cancer Research Awards Program” grant that you wish to apply for (Consortium Grant) and click the ‘Apply Now’ link (second to last column) to ‘create’ your application. Please note that full applications will only be available in ProposalCentral to invited applicants in November 2022.
- If you have any difficulties registering, logging in or creating your application, contact ProposalCentral Customer Support at 1-800-875-2562 or +1 703-964-5840, and/or email pcsupport@altum.com.

Format Specifications for Text

Arial font size 11 point should be used for all documents. Applications that are incomplete, typed in a smaller font size or not adhering to the page limits will be rejected administratively. Use at least one-half inch margins (top, bottom, left, and right) for all pages. Text box character limits in ProposalCentral include spaces.

Grant Application Online Face Page (required)

Complete online Face Page. Signing official’s signature will be required. You may print the required signature page found in Section 11 of application should you choose to begin the signature process early.

A. Layman’s Summary (2,000 characters)

This will help each Collaborative Organizations’ Board of Directors evaluate the recommendations of the Medical Advisory Board. Please provide a layman’s summary in *plain language*, suitable for a general audience. Please refer to the NIH guidelines for plain language summaries: <https://www.nih.gov/institutes-nih/nih-office-director/office-communications-public-liaison/clear-communication/plain-language/plain-language-getting-started-or-brushing>.

B. Scientific Summary (2,000 characters)

A separate one-half page summary of the research objectives and rationale.

C. Human Subjects

Certification for protection of human subjects should be obtained for all applicable projects, in accordance with NIH guidelines. Copies of relevant documentation should accompany the proposal, including I.R.B. approval letter and/or an I.A.C.U.C. approval letter or proof of pending submission of I.R.B. or I.A.C.U.C. as soon as possible. Please refer to NIH guidelines: <https://www.hhs.gov/ohrp/regulations-and-policy/decision-charts/index.html>.

D. Vertebrate Animals

Certification for protection for the care and treatment of laboratory animals should be obtained for all applicable projects, in accordance with NIH guidelines. Copies of relevant documentation should accompany the proposal, including I.R.B and/or I.A.C.U.C. approval letter or proof of pending protocols.

E. Budget

Please use the grant application budget form (PHS 398 Form Pages 4 and 5). The budget should only reflect project costs specifically supported by the Collaborative Organizations up to \$100,000 per year. This may represent only a portion of the larger project's costs. We will not pay for indirect costs. Enter the totals under each budget category for each year of support requested. Please provide an itemized, detailed budget justification for direct costs. Use a continuation page as needed but limit to one page.

F. Biographical Sketch

The principal investigator and co-investigators should include a biographical sketch formatted to the March 2020 NIH guidelines (please be specific and state any areas of potential overlap your proposed project may have with funded grants and/or pending applications). Any previous funding for the proposed project must be included here along with whether the project has received extramural funding (e.g., NIH) in the past.

G. Research Plan (limited to six pages)

Please keep in mind these questions as you organize items 1-3 below:

- What do you intend to do?
- Why is the work important?
- What has already been done?
- How are you going to do the work?

1. Specific Aims

State concisely the goals and specific objectives of the proposed research and the clinical impact that the results of the proposed experiments will have on the advancement of the pediatric cancer research field. State the hypotheses to be tested and relevance to the funding priorities listed in Section II of these Guidelines.

Only proposals which are directly related to a Section II priority area and funding pediatric cancer research and education programs will be considered.

2. Research Strategy

a. Significance

Describe the importance of the problem and the progress in the field that the proposed studies will address. Explain research to date that has led to the present application, critically evaluate existing knowledge and specifically identify the need that the project is to fill. State the significance of your proposed project with respect to pediatric cancer research by relating the specific aims to the goals and long-term objectives.

b. Innovation

Provide a detailed explanation for the innovations that are included in the proposal. Explain how the application seeks to shift current research or clinical practice paradigms. Describe

any novel theoretical concepts, approaches or methodologies and instrumentation or interventions to be developed or used and elaborate on any advantages over existing methods.

c. Experimental Approach and Research Design

Describe the experimental approach to the research question and state the procedures and methods to be used in achieving the specific aims. Include how the data will be collected, analyzed and interpreted. Provide a tentative sequence or timetable for the project. Specify any procedures, situations or materials that may be hazardous to personnel and the precautions to be exercised. Reviewers will weigh heavily the feasibility of carrying out the project in the projected time span, analyzing any potential difficulties and limitations of the proposed procedures and specific aims.

H. Relevant References (limited to one page)

List all references in “Nature” format. Limit the references to relevant and current literature. It is important to be concise and to select only those literature references pertinent to the proposed research.

I. Letters of Support

Include any appropriate support letters here from all individuals serving as consultants confirming their role(s) in the project.

SHOULD YOU HAVE ANY PROBLEMS, YOU MAY CONTACT THE ADMINISTRATOR OF A COLLABORATIVE PEDIATRIC CANCER RESEARCH AWARDS PROGRAM AT THE FOLLOWING ADDRESSES:

Rally Foundation for Childhood Cancer Research

Leigh Anna Lang

Email: leighanna@rallyfoundation.org

Phone: 404-847-1270