

**2017 Research Grant Application Information Sheet**

**Cancer League of Colorado, Inc. grants are made possible by the fund raising efforts of its membership. The purpose of Cancer League's Cancer Research Grants Program is to support exceptional research projects that will help lead to the conquest of cancer.**

**Projects in laboratory, clinical, or cancer control research will be considered for funding.** Particular emphasis will be placed on support of independent junior investigators, post-doctoral and research fellows (M.D. or Ph.D. certified), and pilot studies that will become eligible for further funding through conventional support mechanisms. High quality collaborative projects will be considered. Emphasis will be placed on those projects that explore highly innovative, unconventional or high-risk approaches to cancer research and projects with special significance to cancer in Colorado.

The number of Research Projects approved will be limited. Cancer League of Colorado expects the process to be very competitive.

**ELIGIBILITY**

Cancer League of Colorado is interested in the true science of discovering control and/or a cure for cancer. In this resolve, we encourage all applicants to consider the strength of their own submission. We believe our Scientific Advisory Board will value all applications on the merit of the submission and will recuse themselves from reviewing or valuing a submission that they or their constituents will be participating in or submitting. In the same manner we advise all applicants to consider the true value of their application as a NEW and UNIQUE request for funding.

Research projects, which have been previously funded by another agency, may be eligible for grants from Cancer League of Colorado if adequate justification is provided. **Multiple applications from one lab are allowed (ie: more than one post-doctoral fellow from one lab applying) but potential funding of grants may be limited to one per Principal Investigator per lab.**

Scientists and clinicians of non-profit research, medical service and educational institutions located in the State of Colorado are eligible to apply for grants. Educational institution members must have faculty status or a mentor with faculty status.

**DURATION**

Research grants awards will take place over 12 months beginning July 1, 2017. Under exceptional circumstances, grants may be extended for no longer than one year with the approval of the Funds Allocation Committee of Cancer League. Requests for extensions must be filed with Cancer League, **30 days prior** to expiration of the grant term, by using the form provided by the Funds Allocation Committee. *Extensions will be considered by the Funds Allocation Committee and may take up to 30 days to approve.*

**INDIRECT COST RECOVERY**

It is the policy of the Cancer League of Colorado that no indirect cost recovery (ICR) is granted and that all funds are direct cost only. Applicants from institutions must obtain a waiver of ICR to receive Cancer League funding.

**APPLICATIONS**

The Cancer League of Colorado Cancer Research Grant Application forms must be utilized for all applications to be considered for funding. Including a no cost extension.

Both the Principal Investigator and an Institutional Official authorized to accept responsibility for administration of the grant must sign the face page signifying their assurance that they will abide by the requirements of the Cancer League of Colorado and this program. In the case of a fellowship, the Fellow must write the proposal and the signature of the Mentor is also required. *If two Investigators are participating, then two signature pages must be signed and submitted with the application.* Grant applications in the proper form must be received by March 1, 2017. Any application received after this date will not be accepted. *ge 1*

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**SIGNATURE PAGE**

*Two signature pages must be submitted; one for each investigator, if a collaborative investigation is being submitted.*

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**LAY SUMMARY**

Applications must include a summary of the project, limited to a single-spaced, half page of type. Using 12 pt. Times or Arial Font. It should consist of a brief description of the objectives, rationale, methods, and expected results, written so that it will be understandable by a **lay** audience. Cancer League of Colorado reserves the right to republish the Lay Summary.

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**KEY PERSONNEL**

Applicants must provide a list of key personnel, institutions and their role on the project.

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**BIOGRAPHICAL SKETCH**

Fellowship applications should include biosketch for the Fellow and the Preceptor who is the Principal Investigator. Research grant applications should include a biosketch of the Principal Investigator and all personnel included in budget.

Personal Statement, Positions and Honors, Contribution to Science and Research Support should be in the form of the NIH BIOSKETCH SAMPLE on this website. A letter of support from the Mentor is required detailing the Fellow's project independence, research space, and other funding.

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**BUDGET**

I. Fellowships: Cancer League of Colorado will consider up to 50% of the salary for a post-doctoral fellow. In general, stipends will be considered depending on experience as per NIH guidelines, plus reasonable remuneration for supplies and fringe benefits.

II. Research Grants: A detailed, categorical budget request for the project must be provided. Only direct costs are allowed. Up to 50% of salaries and fringe benefits may be included for technicians with at least a bachelor's degree, post doctoral fellows and graduate students training to be Principal Investigators (PI), except that no salaries will be allowed for faculty or equivalent positions. Justification should be included for any costs that are unusual. Travel funds or items of major equipment (cost per item exceeding \$5,000 with useful life of more than one year) are not allowed and costs for publication of results will be allowable up to \$1,000. Funds will not be provided to pay for clinical services or equipment that is otherwise a reimbursable cost. Individual Awards cannot exceed \$30,000; collaborative projects cannot exceed \$60,000.

*Pages 11-17***PROJECT PLAN**

A complete, but concise description of the project must be included. This portion of the application should contain the specific aims (no more than 1-1/2 pages), experimental design and methods (limited to three pages), and any other information required to fully describe the proposed work. The project plan should be no more than a total of six typed pages including figures, tables and other relevant data. Specifications: Fonts should be 12 points or larger, Times Roman, Calibri or Arial; fonts for figure legends, no smaller than 10 points, with a 3/4" margin all around. **Failure to follow instructions results in administrative disqualification and submission will not be reviewed.**

*Page 18***OTHER FACTORS AND ASSURANCES**

Applicants may include a concise description of any other factors that should be considered in the evaluation of the proposal; for example, specialized resources of equipment available to the study, collaborative arrangement (verified by letter of agreement) or special relevance to Colorado.

If the proposed work involves human subjects, vertebrate animals, or recombinant DNA research, the Principal Investigator and Institutional Official, and Mentor, if applicable, must certify that they will adhere to appropriate regulations of the United States Public Health Service, National Institute of Health, including approval of the study by a properly constituted Institutional Review Board, Institutional Animal Use and Care Committee, or Biosafety Committee, respectively. If the proposed grant is for a fellowship, the Mentor must include his assurance of proper supervision and conduct of the research.

**ADDITIONAL INFORMATION ABOUT GRANTS****PUBLICATIONS**

All publications, abstracts or similar communications resulting from work supported by the Cancer League of Colorado must acknowledge this support by inclusion of the statement: "Supported (in part) by a research grant from the Cancer League of Colorado, Inc." A reprint or copy of the publication or abstract must be sent to the Cancer League of Colorado, Inc., PO Box 5373, Englewood, CO 80155.

**PROGRESS REPORTS**

Recipients of Cancer League of Colorado research and fellowship grants are required to submit the following two (2) reports, to be written in lay terms:

- **A SIX (6) MONTH UPDATE SHALL BE A ONE-PARAGRAPH PROGRESS REPORT.**
- **A FINAL REPORT SHALL SUMMARIZE THE RESULTS OF THE STUDIES SUPPORTED BY THE GRANT AND INCLUDE ALL PUBLISHED RESULTS FROM THE WORK.**
- **A FINAL EXPENDITURE BASED ON THE PROPOSED BUDGET FOR THE PROJECT SHOULD BE INCLUDED WITH THE FINAL REPORT.**
- **CANCER LEAGUE OF COLORADO REQUIRES A REPORT ON ALL SUBSEQUENT RESEARCH UNDERTAKEN AS A RESULT OF THIS RESEARCH PROJECT OR A STATEMENT THAT NO FURTHER RESEARCH WILL BE UNDERTAKEN.**

The final report, if a Fellowship Grant, should be co-signed by the Mentor. The final report must be submitted to the Cancer League of Colorado within 60 days of the conclusion of the grant.

Failure to submit a final report will jeopardize future funding to the individual and the institution.

### **FINANCIAL AUDIT**

The Cancer League of Colorado requires that the applicant's institution provide a full accounting of the expenditure of funds from the grant. Please send this accounting to Cancer League of Colorado within **60 days** of the grant's completion. Cancer League of Colorado reserves the right to rescind the grant or to disallow expenditures when it deems them inappropriate to the approved goals of the project, or to be contrary to the best interests of Cancer League and its Cancer Research Grants Program.

Unspent funding must accompany the Financial Audit in a check payable to Cancer League of Colorado. Notation of the Grant title should be made in the memo portion of the check and be mailed directly to:

Cancer League of Colorado  
P.O. Box 5373  
Englewood, CO 80155-5373  
303-281-9864

### **NO COST EXTENSION**

A no cost extension may be submitted 30 days before the end of grant term by using the form provided by the Chair of the Funds Allocation Committee. The Funds Allocation Committee of Cancer League will respond to extension requests within 30 days.

### **SUBMITTAL**

Applications must be submitted in two formats: an electronic version and 2 paper copies (original printed electronic application with official signatures plus two copies). One application per e-mail submission, subject line of email should contain Principle Investor's name and title of project. Both e-mail and hard copies must be submitted by end of day, Wednesday, March 1, 2017.

The paper copies are to be submitted to:

Contact:

Ruth Pana  
VP, Funds Allocation  
Cancer League of Colorado, Inc.  
4060 S. Ivy Lane  
Englewood, CO 80111  
303-757-7087 (h); 720-244-0725 (c)  
[rmpa@comcast.net](mailto:rmpa@comcast.net)

Alternate contact:

Sheryl Jonas  
VP, Funds Allocation Elect  
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