National Lung Cancer Partnership
RESEARCH. AWARENESS. CHANGE.

National Lung Cancer Partnership
2009 Young Investigator Research Grant
Request for Applications

Purpose of Grant

The purpose of this Grant Program is to drive research forward that will increase understanding of lung cancer risk, biology, and response to treatment, while ensuring that young investigators have the resources needed for them to succeed as lung cancer researchers. For 2009, four (4) grants are available: three (3) are provided in partnership with LUNGevity Foundation, with assistance from Genentech and sanofi-aventis, and one (1) is provided by proceeds from the North Carolina Lung Cancer Partnership. Research that will aid in prevention, detection, diagnosis, screening, treatment, and symptom management of lung cancer is sought. Applications addressing sex differences in lung cancer are especially encouraged.

The Young Investigator Research Grant is intended as seed money for young investigators to carry out promising novel research in any facet of lung cancer. Applications pertaining to sex differences in lung cancer are particularly encouraged. The Grant will be awarded for one or two years, for up to $50,000 per year ($100,000 maximum over 2 years). The Grant is designed to be used primarily for research support, including technical assistance, supplies, reagents, and equipment. It is the policy of National Lung Cancer Partnership not to provide indirect costs to the Grant recipient's institution.

Applications will be judged on the quality of the applicant's research, feasibility of the Career Development Plan, and the resources and environment available to the applicant, including the ability of the primary mentor to provide appropriate guidance and protected time during the Grant period.

Eligibility

1. At the time of application, an applicant must hold a doctoral degree (MD, PhD, DO, DrPH, or equivalent), and be a post-doctoral fellow <u>or</u> be in the first 5 years of a faculty appointment at a not-for-profit institution. Pre-doctoral fellows are <u>not</u> eligible for the Young Investigator Research Grant.
2. Applications will only be accepted from individuals involved in lung cancer research. Applications addressing sex differences in lung cancer are especially encouraged.
3. Applications will be accepted from individuals at US and Canadian sponsoring institutions. The applicant need not be a citizen of either country. If the applicant is not a US or Canadian citizen, verification of work visa must be provided with the application.
4. There must be a Primary Mentor at the applicant's institution who will oversee the applicant's Career Development Plan. The Primary Mentor may only support one applicant.
5. The Young Investigator Research Grant recipient must spend a minimum of 50 percent of her/his time in lung cancer research during the grant period. This time should be free from major non-research focused patient care, teaching, administrative, or other responsibilities.

6. Young Investigator Research Grant recipients may hold any other fellowship, award, or grant during the time of the award.

7. Young Investigator Research Grant recipients may not have knowingly received any research funding from the tobacco industry, its parent companies, or subsidiaries, within the last 5 years.
8. Applications involving animals must receive approval from the institution's Animal Care and Use Committee before award commencement.
9. Applications involving human participants must receive approval from the local Institutional Review Board before award commencement.
10. National Lung Cancer Partnership will not discriminate on the basis of gender, race, creed, religion, sexual orientation, disability, nationality, age or any other factor irrelevant to the quality of the application.

Award Information

The deadline for grant applications is September 8, 2009. Applications must be electronically submitted and postmarked on or before this deadline. One (1) printed copy must be sent to 222 N. Midvale Blvd., Suite 6, Madison, WI 53705. All items must also be sent as a single, complete PDF or Microsoft Word document to Alice@NationalLungCancerPartnership.org. Awards will be announced on or before December 15, 2009.

Young Investigator Research Grants are subject to annual review, and may be granted for a maximum of $50,000 per year for two years. The second year of support is based on the recipient's demonstration of satisfactory progress.

Application Components (see also page 7 for applicant checklist of items to be completed)

1. **Completed, Signed Cover Sheet** (form provided): Both the applicant and the appropriate institutional representative (usually from the sponsoring institution's grant office) must sign this cover sheet.
2. **Table of Contents:** Provide the actual page number for each application item. All pages of the application should be consecutively numbered.
3. **Non-Technical Abstract:** Present a brief (200 words or less) description of the proposed Research Plan in terms understandable by the general public. This may be used for public relations and other news purposes.
4. **Technical Abstract:** Present a brief (200 words or less) description of the proposed Research Plan explaining the significance of the research to the field of lung cancer in terms appropriate for publication in a peer-reviewed forum.
5. **Career Development Plan** (form provided): The applicant must use the form provided to describe the course of action she/he will take over the 2-year Grant period to advance her/his career in lung cancer research.
6. **Research Plan:** This description of proposed research should include:
   - **Background:** Briefly state the ideas and reasoning prompting the proposed study. *Preliminary data are not required for application but may be included.*
   - **Hypothesis:** State a clear, testable hypothesis.
   - **Specific Aims**: Concisely state the objectives of the proposed research.

- **Study Design**: State necessary details about the design and methodology of the project, and how they will test the hypothesis.
- **Resources**: Provide evidence of appropriate facility, equipment, personnel and other necessary resources, as well as adequate patient/sample population, if applicable.
- **Potential outcomes and benefits of the research:** State how results from this project will benefit the field of lung cancer research.

The Research Plan must address all items listed above. The research plan cannot exceed ten (10) pages, including tables, figures, etc. (references are NOT included in the page limitation), and must be typed in English using at least 11 point font, with margins no smaller than ¾ inch on each edge of the page. Single spacing is acceptable. Do NOT include additional appendixes exceeding the ten pages, such as prior publications, manuscripts, supplemental data, etc. If the application is a re-submission, one additional page is allowed for addressing critiques from prior reviews. Only one re-submission will be allowed.

7. **Budget:** Use the Budget Form provided to list all pertinent costs that the applicant requests the Research Grant cover. Include the percentage of the principal investigator's time that will be devoted to the research plan, regardless of whether she/he requests any salary support. *Note: No indirect costs to the sponsoring institution will be provided.*
8. **Budget Justification:** Briefly state the reason(s) why each line item budget request is being made. The budget justification cannot exceed 3 pages, and must adhere to the same font, margin and spacing guidelines as the Research Plan.
9. **Resources/Facilities Page:** List the facilities and major equipment resources available to the applicant for use during the research project. USE PHS FORM 398 for Resources (Found at http://grants2.nih.gov/grants/funding/phs398/phs398.html).
10. **Current and Pending Research Support:** List all active and pending research support for the applicant. Include all individual and institutional support available. USE PHS FORM 398 for Other Support (Found at http://grants2.nih.gov/grants/funding/phs398/phs398.html)
11. **Two Letters of Recommendation:** One letter of recommendation must be provided by the Primary Mentor, and must describe how the applicant would be mentored in her/his career development during the course of the Grant. The Mentor should describe her/his role in the training and research activities of the applicant, and how the applicant's progress would be evaluated. One of the letters must state that the applicant will receive a specified amount of protected time for lung cancer research and career development upon receipt of this Award. **These letters must be provided in hard copy with the application packet. Letters must be sealed and signed over the seal by the author of the letter.**
12. **Biographical Sketch**: The applicant shall provide her/his biographical sketch USING PHS FORM 398.
13. **Primary Mentor's Biographical Sketch**: The Mentor shall provide her/his biographical sketch USING PHS FORM 398.
14. **Vertebrate Animals Certification, Statement of Exemption, or application documentation if certification is pending.**
15. **Human Participants Certification, Statement of Exemption, or application documentation if certification is pending.**
16. **Biohazards Certification, Statement of Exemption, or application documentation if certification is pending.**

NOTE: Each applicant will receive an email confirming receipt of her/his application on or before September 16, 2009.

Evaluation Process & Criteria

The Grant Selection Committee is comprised of several members of the National Lung Cancer Partnership Scientific Executive Committee as well as several additional scientific and medical experts, and lung cancer patient advocates. Applicants will be judged on the merits of their Research Plan, Career Development Plan, and research environment, among other factors as indicated below.

Evaluation of proposals will include, but not be limited to the following criteria:

1. Merit of the Research Plan and objectives.
2. Quality and feasibility of Career Development Plan.
3. Project's relevance to the prevention, detection, diagnosis, and/or treatment of lung cancer.
4. Applicant's qualifications, including research experience and publications
5. Ability of the Primary Mentor to provide appropriate guidance during the award period
6. Research environment, including facilities, patient/sample population, personnel, etc.
7. Appropriateness of the Budget to completing the Research Plan during the period of the Grant.

Terms of Award

Award Payments

Payments shall be made semi-annually to the comptroller or to the designated financial officer of the sponsoring institution. The sponsoring institution shall disburse the funds to the Young Investigator Research Grant recipient. The Grant may not be transferred to another individual. Unless otherwise agreed, the first payment shall be paid on the date the term of the Grant commences. *The Grant may not be used to cover general institutional overhead.*

The two-year term of the Award runs from January 1, 2010 to December 31, 2011. If special circumstances exist, National Lung Cancer Partnership may approve a change in the start date of the two-year term.

The Grant recipient and the sponsoring institution shall pay at their own costs all taxes and impositions in connection with the Grant. The Grant does not create an employer-employee relationship between the Grant recipient and National Lung Cancer Partnership. National Lung Cancer Partnership does not assume any legal responsibility or obligation for the conduct or acts of the Grant recipient, the Mentor, or the sponsoring institution.

Progress reports

After the initial year of funding, the Young Investigator Research Grant recipient shall submit a typewritten summary documenting in reasonable detail her/his research progress and progress in implementing the Career Development Plan. This summary will be the primary mechanism to determine whether the Grant recipient qualifies for a second year of support. The requirements for the Progress Report will be sent to the Grant recipient at least 60 days prior to the due date. An evaluation report by the Primary Mentor must accompany the first year Progress Report. At the conclusion of the Grant, the Grant recipient must complete a final

report summarizing the research conducted, and accomplishments in implementing the Career Development Plan.

Personnel expenditures
The Young Investigator Research Grant is designed to be used primarily for research support. Grant funds may be used for salary costs and fringe benefits for personnel, including the principal investigator. However, the Grant is not designed to *supplement* an existing salary of the principal investigator.

Equipment and supply purchases
Grant funds may be used for supplies, reagents, and equipment, including computers, integral to the Research Plan. No more than 30% of the total Grant budget may go to fund the purchase of permanent equipment. No portion of the Grant may be used for repair or service contract costs for institutional equipment, furniture, nor construction or renovation of facilities. Upon conclusion of the Grant, all remaining equipment and supplies become the property of the institution at which the work was done. Any departure from this Term requires prior written approval from National Lung Cancer Partnership.

Travel expenditures
The maximum amount of funds expendable for travel is $1500 per year.

Publication expenditures
The maximum amount of funds expendable for publication costs is $1000 per year. All publication costs must be directly related to the project described in the Research Plan.

Acknowledgement
Publications, research talks and poster presentations based on any study or research done with the support of the Grant should acknowledge the support of National Lung Cancer Partnership, and in appropriate cases, the LUNGevity Foundation. Reprints of such publications or abstracts should be sent to National Lung Cancer Partnership. National Lung Cancer Partnership, and where appropriate, the LUNGevity Foundation, shall be identified in any news or press releases regarding the Grant recipient or the Grant recipient's research project during the course of the Grant.

Expectation of presentation
The Grant recipient will be expected to present research results at the conclusion of the Grant at the National Lung Cancer Partnership annual meeting, held just prior to the start of the Annual Meeting of the American Society for Clinical Oncology (ASCO).

Transfers
If the Grant recipient desires to transfer to another sponsoring institution while the Grant is in effect, continuation of funding is subject to the prior written authorization of National Lung Cancer Partnership. All requests must be submitted in writing.

Change of budget
Requests for changes in budget require prior approval from National Lung Cancer Partnership. All requests must be submitted in writing. When requesting a change in budget, the Grant recipient must indicate: The amounts, from what budget line, and to what budget line(s) the monies are being applied. In the case of supplies or equipment, all budget changes must be itemized.

Carry over or extensions
Requests for carry over or award extension require prior approval by National Lung Cancer Partnership. All requests must be submitted in writing and must be received 60 days prior to the Grant's official termination date. When requesting a carry over, the Grant recipient must indicate: The amounts, from what budget line, and to what budget line(s) the monies are being applied. In the case of supplies or equipment, all carry over changes must be itemized.

Leave of absence
Leave of absence for the Grant recipient may be granted for up to one year at the sole discretion of National Lung Cancer Partnership. Maternity/paternity/adoption/family medical leave may be granted for up to six months. A written request for a leave of absence shall be submitted to National Lung Cancer Partnership as soon as the need for a leave of absence is known, or in the case of maternity/paternity, adoption, or other anticipated leave, at least 30 days prior to the expected start of the leave. If the request for a leave of absence from the Grant is granted, funding shall be suspended during the period of the leave of absence.

Unforeseen interruption of research
In the event the Grant recipient's research is interrupted due to an incapacitating physical or mental illness or death, the Grant will be terminated and the unused portion of the funds must be returned to National Lung Cancer Partnership by the sponsoring institution within 30 days of the date of termination. The sponsoring institution shall promptly inform National Lung Cancer Partnership of the incapacitation or death of the Grant recipient.

Research involving vertebrate animals, human participants, or biohazards
Research involving vertebrate animals, human participants, or biohazards must meet or exceed standards required for Federal Government funding. Appropriate certification of approval for research involving vertebrate animals, human participants, and/or biohazards or exemption from approval must be included with the application packet. *National Lung Cancer Partnership assumes no responsibility or liability for the use or care of any animal, for the authorized or unauthorized use of human participants or materials, or for any biohazard or the failure to safeguard such hazards used in the research project. The Grant recipient and the sponsoring institution shall indemnify and hold National Lung Cancer Partnership harmless from any lawsuit, claim, judgment, damages, awards, or malpractice arising from research or investigations related to the Grant.*

Patent and intellectual property policy
All inventions, discoveries, or intellectual properties that result from support of the Grant recipient will be subject to the patent policies of the sponsoring institution. The sponsoring institution agrees to notify National Lung Cancer Partnership of the decision to apply for letters of patent or other legal protection for intellectual property. National Lung Cancer Partnership agrees to keep all information confidential. All patenting expenses or intellectual property application expenses shall be borne solely by the sponsoring institution.

Confidentiality
All Young Investigator Research Grant applications, application evaluation, and priority scores are considered confidential and are made available only to the Selection Committee, Board of Directors, and administrative staff. Submitted proposals become the property of National Lung Cancer Partnership and will not be returned.

Applicant checklist of items to be completed

- ❑ Application cover page
- ❑ Table of Contents
- ❑ Non-Technical Abstract (200 words)
- ❑ Technical Abstract (200 words)
- ❑ Career Development Plan (form provided)
- ❑ Description of Research Plan – maximum 10 pgs excluding references
- ❑ Budget (form provided)
- ❑ Budget Justification
- ❑ Resources/Facilities – USE FORM PHS 398
- ❑ Current and Pending Research Support – USE FORM PHS 398
- ❑ Applicant Biosketch – USE FORM PHS 398
- ❑ Primary Mentor Biosketch – USE FORM PHS 398
- ❑ Two (2) letters of recommendation, sealed and signed over the seal
- ❑ Pertinent animal, human participant and/or biohazard certifications
- ❑ One (1) printed copy of all of the above must be sent to 222 N. Midvale Blvd., Suite 6, Madison, WI 53705 with a postmark on or before the deadline date.
- ❑ All of the above items must be sent as a single, complete PDF or Microsoft Word document to Alice@NationalLungCancerPartnership.org with "Young Investigator Research Grant Application" in the subject line by 4pm applicant's time on the deadline date.