



2014 Grant Application Guidelines for 'A' Awards

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Alex's Lemonade Stand Foundation (ALSF) evolved from the front yard lemonade stand of cancer patient Alexandra "Alex" Scott (1996-2004) into a national fundraising movement to raise awareness and find cures for all childhood cancers.

The 'A' Award is a three-year grant designed for the early career scientist who wants to establish their career in pediatric oncology research. The ideal applicant has an original project that is not currently being funded. Demonstration of outstanding mentorship and a future commitment to pediatric cancer investigation are critical components of a successful application. Institutional commitment to the career of the applicant is also expected.

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2014 'A' AWARD

'A' Award Program Goals

- To encourage the best and brightest early career researchers to build lifelong careers and become leaders in the field of pediatric cancer research.
- To advance research that will lead to new treatments and cures impacting children with cancer.

Highlights

- **NEW in 2014:** ALSF increased the award to \$450,000 over 3 years (\$150,000 per year)
- Recipient will have the opportunity to speak at and attend Foundation events
- In addition to the grant funds, the 'A' Award provides
 - reference books to enhance personal pediatric oncology library
 - equipment to enhance lab/project work up to \$10,000
 - registration fees for one educational course or event

Eligibility Criteria (Updated for 2014!)

- Proposals must be aligned with ALSF's mission and 'A' Award program goals.
- Applicants must have an M.D., Ph.D. or dual M.D., Ph.D. (D.O., MBBS or equivalent) and must not have achieved an appointment higher than assistant professor. In addition,
 - **M.D. and M.D., Ph.D. Applicants**
 - M.D. or M.D., Ph.D. applicants must be no more than 6 years after finishing 3-year fellowship at the time the award would start (i.e. fellowship ended in 2008 or later) and be no more than 12 years since receiving the most recent professional degree (Ph.D, M.D., D.O., MBBS or equivalent) at the time the award would start. Preference will be given to applicants no more than 12 years since receiving the first professional degree.
 - M.D. candidates who did not have a 3-year fellowship must have 3 years of research experience after M.D. was awarded and be no more than 12 years since receiving the M.D. at the time the award would start.
 - **Ph.D. Applicants**
 - Ph.D. applicants must be no more than 6 years since being awarded Ph.D. (i.e., if Ph.D. is awarded in 2008 or later, applicant is eligible for 2014 'A' Award).
- A minimum of 75% of the applicant's time during 'A' Award must be allocated as protected time for all research activities.
- Applicants holding K99/R00, R01 are not eligible. Applicants MAY have research grants from other funding sources during the 'A' Award period, but there must be clear documentation of mechanisms to avoid scientific and budgetary overlap.
- Current ALSF Grant Recipients
 - Applicants currently holding an ALSF 2012 Young Investigator Award, ending June 30, 2014, are eligible to apply.
 - Applicants currently holding an ALSF 2013 Young Investigator Award or are Center of Excellence Scholars are not eligible.
 - Applicants currently holding ALSF's Innovation, Reach, Phase I/II Infrastructure or Epidemiology grants are not eligible to apply for the 2014 'A' Award.
- Prior Young Investigator applicants: If you are submitting a Young Investigator application previously reviewed but not funded by ALSF for the 'A' Award, you must complete the resubmission section: respond to critiques, describe changes and/or new data etc.
- A detailed mentoring plan for career development must be clearly articulated with appropriate letters of support. Institutional commitment to the applicant's career must be addressed.
- Funds must be granted to nonprofit institutions or organizations operating in the United States or Canada. Researchers need not be U.S. citizens.

Resubmissions: Only one resubmission of a previously reviewed 'A' Award or Young Investigator proposal is permitted.

Review Process: Grants will be reviewed by an independent panel of experts according to the NIH recognized peer-review process and overseen by ALSF's Scientific Advisory Board.

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Reporting

- Progress Reports: Continued support for the second and third year is contingent upon a non-competitive review of the progress report. Satisfactory progress toward completion of proposed goals must be demonstrated as well as appropriate expenditures. Carryover of unused funding is allowed with appropriate justification.
- Periodic verbal updates with the Scientific Advisory Board will be scheduled.
- Final Report: At the conclusion of funding the PI will submit a report of findings and expenditures. PDFs of publications and presentations which acknowledge ALSF funding may be emailed to Grants@AlexsLemonade.org. No cost extensions may be requested.

Restrictions

- Indirect costs are not allowable expenses.
- Applications which do not fall into ALSF's mission will not be considered.
- 'A' Awards are not renewable.
- Applications not following the guidelines and submission process or received after the due date will not be considered.
- Applications in psychosocial aspects of pediatric cancer and/or cancer control are not eligible for 'A' Award funding.

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'A' Award Application

All applications must be submitted using ALSF's two part online submission process (see page 6). Applicants must first complete the online form then upload the application in one PDF (maximum of 10 MB). Applicants can request a password and start an application by visiting the website: ALSFgrants.org.

1. Online Form

- a. **Contact Information** Applicant will be asked for basic contact information for themselves, their mentor and their institution. Applicants must submit a payable contact as well as grant manager and public relations contacts from their institution for administrative purposes should the project be funded.
- b. **Project Overview and Layman's Summary** Enter project title, request amount, type of childhood cancer the project is focused on as well as a 250 word summary of the research project in layman's terms. You will be asked to release this summary for use at ALSF's discretion should proposal be funded. You may copy and paste information from other documents into these sections.

2. Application Outline

NOTES:

- Below is an outline for the 'A' Award Application. All sections should be combined into one PDF (maximum of 10 MB) and uploaded to the ALSF online form.
- All templates mentioned are available at www.alexslomonade.org/grants/guidelines
- All pages of the application should be numbered; the name of the principal investigator should appear in the upper right-hand corner of each page.
- Please follow NIH font guidelines: Arial, Helvetica, Palatino Linotype or Georgia fonts with a font size of 11 points or larger with a minimum of half inch margins.
- Please adhere to the order of the application and the maximum number of pages indicated for each subsection.

- a. **Cover Page** - Use the template provided. The cover page must be signed by an authorized representative of the applicant's institution. The signature from an institutional representative specifically acknowledges the application and accepts the no indirect cost provision.
- b. **Table of Contents (1 page)** - Please provide a Table of Contents with page numbers to the corresponding sections.
- c. **Principal Investigator and Mentor Commitment**
 - i. **PI Statement (3 sentences)** - Describe goals and long-term objectives for the PI over the three year funding period. Include what the PI hopes to gain from this experience and any future aspirations and long-term career goals.
 - ii. **Environment**
 1. **Mentoring & Career Plan (1 page)** - Describe plan for career development including strategies for mentorship, continued education and future research/funding in detail.
 2. **Institutional Commitment (1 page)** - Include a specific plan *from the institution* demonstrating the applicant is on track to become an independent investigator, institution's guarantee of protected time for this research, and what laboratory facilities, office space and equipment are dedicated to this project.
- d. **Project Information**
 - i. **Scientific Abstract (1/2 page)** - Summarize the research objectives and rationale.
 - ii. **Overall Impact Statement (1/2 page)** - State the significance and relevance of your proposed project with respect to pediatric cancer research. How will this project lead to new or improved cures or impact pediatric cancer patients?
 - iii. **Budget and Justification** - Use the Standard Budget template found on ALSF website, when completing your proposed budget and justification. Acceptable budget items include salary, fringe, travel, research assistant, supplies and equipment under \$10,000. No indirect costs will be paid. ALSF adheres to the NIH salary cap for the award year.

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- iv. **Biographical Sketches** - Use the PHS 398 *four page* biographical sketch format for PI and Mentor only.
- e. **Research Plan**
 - i. **Resubmission (1 page)** - If the proposal was submitted to ALSF previously and did not receive funding, please describe any changes in the application, i.e. responding to reviewers' critique in terms of changes in experimental design or new data. Only one resubmission of a previously reviewed, unfunded, application is permitted.
 - ii. **Specific Aims (1 page)** - List the goals, long-term objectives and what the specific research proposed in this application is intended to accomplish. State the hypotheses to be tested and relevance to pediatric cancer research.
 - iii. **Research Strategy**
 - 1. **Significance (1 page)** - Briefly describe the relevant background for the research plan.
 - 2. **Innovation (1 page)** - Describe how the proposed research challenges or shifts current paradigms, or introduces a novel concept, approach, or technology.
 - 3. **Approach (4 pages)** - Describe the overall strategy to accomplish the aims of the project. Describe methodology, analyses, and how research aims will be realistically accomplished within the proposed funding period. Provide an account of the PI's preliminary studies pertinent to the application. A time line is highly encouraged. Anticipation of potential problems and plans to deal with these is expected.
 - iv. **Human Subjects (1/2 page)** - Describe the role that human subjects have in the proposed project. Relevant documentation should accompany the proposal, including IRB approval letter. If pending, please note in this section.
 - v. **Vertebrate Animals (1/2 page)** - Describe the role that animal subjects have in the proposed project. Relevant documentation should accompany the proposal, including approval letter. If approval is pending, please note this in this section.
 - vi. **Literature Cited** Maximum of 30 references. Please use Vancouver format (numbered consecutively in order of appearance in the text).
 - vii. **Research Collaborators/Consultants** - Include letters from individuals (other than mentor) confirming their roles in the project.
 - viii. **Letters of Recommendation** - Include mentor letter and at least one other letter of recommendation. Be sure to address why the applicant is a good candidate keeping in mind the goals of the 'A' Award Program.
 - ix. **Appendix - Appendices must be critical** to the understanding of the application, such as accepted, but as yet unpublished manuscripts, a full protocol, or up to three pages of tables/figures for supplementary data. Excessive appendices will cause the application to be administratively rejected.

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Important Dates

All applications must be received by May 23, 2014 - 11:59 PM ET.

Application Due Date	May 23, 2014 (11:59 PM EST)
Award Notification Date	September 2014
Project Start Date Project End Date	November 1, 2014 October 31, 2017
1 st year Progress Report	November 16, 2015
2 nd year Progress Report	November 15, 2016
Final Report	December 2017 (financials as of October 31, 2017)

Application Submission

All requests must be submitted using ALSF’s online application.

1. Go to ALSFgrants.org and click the “Information for grant applicants” button.
2. Under “Resources for Applicants”, download the Cover Page and Budget forms.
3. **To start** an online application, under “**Get Started/Start a New Application**” click the drop down arrow and select the Bridge grant application link.
 - Returning users- login with your email address and password;
 - New users- click New Applicant link to set up an account with email address and password.
4. **Complete** the online form with contact and project information
 - Upload application as one PDF (maximum of 10 MB) – see format guidelines on previous pages
 - Review & Submit or Save your application and return at a later time to continue working
5. **To continue** your saved application, go to ALSFgrants.org and click the “Information for grant applicants” button
 - Under “**Get Started/ Continue a saved application or manage applications**”, click the orange LOGIN button.
 - Click the application name link on the “In Progress” list
 - Complete the form and upload the PDF
 - Review & Submit will send the application to ALSF
6. After your application has been successfully submitted an *email confirmation will be sent to your user account login email address*. You will not be able to amend the application.

Questions? Please contact Kay Schaul at 866-333-1213 or Grants@AlexsLemonade.org