



## **Application Guidelines for 2015 Epidemiology Grants**

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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 for childhood cancer research.

**Alex's Lemonade Stand Epidemiology Grants** are \$100,000 per year for two years. Funding is expected to allow investigators to pursue epidemiological approaches to significantly add to the understanding of childhood cancers.

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## Application Submission Information

**All requests must be submitted using ALSF's online application.**

1. Go to [ALSFgrants.org](http://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 Epidemiology 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 following 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](http://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.

## 2015 Grant Cycle Dates

**All grant applications must be received by December 15, 2014 - 11:59 PM ET**

Application Due Date	December 15, 2014 (11:59 PM ET)
Award Notification	May 2015
Project Start Date	July 1, 2015
Progress Report	June 15, 2016 (financials through 5/30/2016)
Final Report	July 31, 2017* (financials through June 30, 2017)

**\*Applying for Additional 2 Years of Funding:** Epidemiology Awardees may apply for an additional two years of funding through the regular grant submission and competitive review process. A maximum of 4 years (2 cycles) can be awarded per project.

Questions? Please contact Kay Schaul at 866-333-1213 or [Grants@AlexsLemonade.org](mailto:Grants@AlexsLemonade.org)

## **Application Guidelines**

### **Description**

These awards are expected to provide funds that will support investigators pursuing epidemiological research aimed at improving our understanding of childhood cancer. This grant mechanism is designed to support hypothesis-driven research that focuses on the epidemiology, early detection and prevention of childhood cancer or comparative effectiveness and outcomes research related to detection, prevention and treatment.

### **Eligible areas of investigation using an epidemiological research approach include the following:**

1. Epidemiology and etiology of childhood cancer (identify subgroups at risk, cause and risk factors)
2. Early Detection of childhood cancer (reduce disease severity and complications e.g. screening)
3. Prevention of childhood cancer (prevent initial development of disease, e.g. immunization, reduce exposure)
4. Comparative effectiveness and outcomes research (evaluate existing or new preventative/therapeutic measures to improve health outcomes for children with cancer or evaluate access to treatment)
5. Molecular epidemiology studies (identify contribution of potential genetic risk factors to late effects of treatment, within families and across populations)

### **Criteria**

- Applicants should be at the Assistant, Associate or Full Professor level
- Applicant may be M.D., M.D./Ph.D or Ph.D.
- Applicants must have a history of formal training in disciplines that are relevant to the proposed research or a track record of conducting similar research, including peer-reviewed publications (and funding for Associate/Full Professor).

### **Budget**

Maximum \$100,000 of direct costs will be awarded to applicants annually. A detailed budget and justification is required using the form provided on the ALSF website. A maximum of two years of funding may be requested. ALSF adheres to the NIH salary cap for the current year.

Epidemiology Grant awardees may apply for an additional two years of funding, for new but related aims, through the regular grant submission and competitive review process. A maximum of 4 years (2 cycles) can be awarded.

### **Restrictions**

- Indirect costs are not allowed.
- Applications which do not fall into ALSF's mission and stated purpose of this grant will not be considered.
- Applications not following the guidelines and submission process or are received after the due date will not be considered.
- Proposals addressing psychosocial aspects of childhood cancer will not be considered under this mechanism. Please refer to our Quality of Life grants.
- ALSF will accept applications from U.S. or Canadian institutions only. Principal Investigators do not need U.S. citizenship.

### **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.
- A second year of funding is contingent on a non-competitive review of a progress report including budget expenditures. An itemized budget for the second year of funding must be submitted and approved prior to receipt of a second year of funding.

## Application Outline

All applications must be submitted using ALSF's two part online submission process.

### **Part I: Online Form**

#### **A. Contact Information**

Applicant will be asked for basic contact information for themselves, co-PI (if applicable), and institution. Applicant will be asked to submit a payable contact at their institution and a public relations contact, should the project be funded.

#### **B. Project Overview and Layman's Summary**

In respective sections enter project title, request amount, type of childhood cancer project focuses 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. Greek symbols will not be recognized.

### **Part II: Application Outline**

- All sections described below should be combined into one pdf (maximum of 10 MB) and uploaded to the ALSF online form.
- All templates mentioned are on the Grants Guidelines and Submission page of the ALSF website, [ALSFgrants.org](http://ALSFgrants.org).
- 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 minimum of half inch margins.
- The order of the application should be as follows, adhering to the maximum number of pages allowed for each subsection indicated in parentheses.

**A. Cover Page (1 page)** Use the document provided on the ALSF website (link above).

**B. Table of Contents (1 page)** Please provide a Table of Contents with page numbers to the corresponding sections.

#### **C. Project Information**

1. **Scientific Abstract** (1/2 page): Please include a summary of the research objectives and rationale.
2. **Impact Statement** (1/2 page): How will this project add to the overall knowledge of the epidemiology of childhood cancer and eventually impact pediatric cancer patients? Or, if focused on comparative effectiveness and outcomes, how will the study impact interventions that optimize outcomes for children with or at risk for cancer?
3. **Budget/Justification** (3 pages): Use the ALSF Grant Application Budget template on the ALSF website. No indirect costs will be paid. The signature from an institutional representative on the cover page of this grant application specifically acknowledges and accepts this provision.
4. **Biographical Sketch(es)**: Use the NIH *four page* biographical sketch format for the principal investigator and any key personnel, e.g. co-investigators.
5. **Research Plan**
  - i. **Resubmissions** (2 pages): If this proposal was submitted previously and received funding, please highlight progress that has been made. If it did not receive funding, please respond to the critique and describe any changes in the application i.e. change in experimental design or new data.

- 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. **Preliminary Studies** (2 pages): Provide an account of the principal investigator's preliminary studies pertinent to the application.
- iv. **Research Strategy:**
  - a. **Significance** (2 pages): Briefly describe the relevant background for the current research plan. State the significance and importance of your proposed project with respect to pediatric cancer research by relating the specific aims to the goals and long-term objectives.
  - b. **Innovation** (1 page): Describe how the proposed research challenges or shifts current paradigms, or introduces a novel concept, approach, data resource, or technology.
  - c. **Approach** (4 pages): Describe the epidemiological approach to the research question. A time line is highly encouraged. Special review emphasis will be placed on the investigator's anticipation of potential problems and plans to deal with these.
- v. **Human Subjects** (1/2 page): Include copies of relevant documentation, including IRB approval letter. Please note if approval letter is pending: funds will be held until documentation is received. If an IRB approval is not required please provide an explanation.
- vi. **Literature Cited:** A maximum of 30 references are allowed. Please use Vancouver Format.
- vii. **Collaborators and/or Consultants:** Include letters from all appropriate individuals confirming their roles in the project.

#### **D. Appendix**

- Appendices should be included only if essential to the understanding of the application and are limited to one accepted manuscript or two pages of additional information and figures.
- Applications with excessive appendices will be administratively rejected.