



2019 Grant Application Guidelines for Young Investigator Grant

In this packet you will find:

- Description and Criteria - pages 2, 3
- Key Deadlines - page 4
- Application Outline - pages 4, 5, 6
- Submission Instructions – page 6

Alex's Lemonade Stand Foundation (ALSF) emerged from the front yard lemonade stand of cancer patient Alexandra "Alex" Scott (1996-2004). In 2000, 4-year-old Alex announced that she wanted to hold a lemonade stand to raise money to help find a cure for all children with cancer. Since Alex held that first stand, the Foundation bearing her name has evolved into a national fundraising movement, complete with thousands of supporters across the country carrying on her legacy of hope. To date, Alex's Lemonade Stand Foundation, a registered 501(c)3 charity, has raised more than \$150 million toward fulfilling Alex's dream of finding a cure, funding over 800 pediatric cancer research projects nationally. In addition, ALSF provides support to families affected by childhood cancer through programs such as Travel for Care and SuperSibs.

The Young Investigator Grant is designed to support scientists during their fellowship training or early in their research careers. Demonstration of outstanding mentorship and demonstration of a career plan that shows commitment to pediatric cancer investigation are critical components of a successful application.

A Young Investigator Grant is **\$150,000 over 3 years** (maximum of \$50,000 per year may be requested).

Application Deadline: December 17, 2018 (11:59 PM ET)

Contact:

Alex's Lemonade Stand Foundation

111 Presidential Boulevard, Suite 203, Bala Cynwyd, PA 19004
Ph. (610) 649-3034 or (866) 333-1213 ~ Fax (610) 649-3038

ALSFgrants.org

Questions? Email: Grants@AlexsLemonade.org

Young Investigator Grant

Description

The Young Investigator grant is a 3-year award designed to support scientists in the early stages of their research careers, such as postdoctoral or clinical fellows. Outstanding mentorship and demonstration of a career plan that shows commitment to pediatric cancer investigation are critical components of a successful application.

Eligibility Criteria

Please contact the Foundation before applying, if eligibility questions remain after reviewing these guidelines.

- Applicants should be at the early stages of their research careers as defined below.
- Applicants must have their M.D., Ph.D. or dual M.D., Ph.D. and must not have achieved an appointment higher than Instructor (Assistant Professor level faculty, including Adjuncts at this level, will not be considered). In addition:
 - Applicants from accredited clinical fellowship programs are automatically eligible for the duration of their training and during their first three years at the Instructor level.
 - All other applicants must be within five years from the granting of the last doctoral degree.
- A minimum of 75% of the applicant's time during the Young Investigator period must be allocated as protected time for all research activities. This percentage of time includes both Young Investigator activities and the applicant's other research responsibilities.
- The applicant must not currently hold an NIH independent (R or P Award) or individual training (F or K Award) grant. Institutional training grants (K12, T32) are permitted. Funding from other foundations is also permitted provided there is no budgetary overlap.
- A research mentor(s) must be identified and have a track record in pediatric oncology. If no such record exists, a co-mentor with such a record must be identified. The application must document mentor(s) involvement in experimental design and execution. A detailed plan for training activities is expected.

Budget

The award amount is up to \$150,000 over three years. A maximum of \$50,000 in total costs will be awarded to applicants annually. Budget items may include salary, fringe, travel, supplies and small pieces of equipment (less than \$5,000). The ALSF budget form is required, and can be found on the website under the Grant Guidelines and Submissions page.

- Restrictions:
 - ALSF adheres to the NIH salary cap for principal investigator(s) for the current year.
 - Funds from ALSF may not be used for indirect costs (including tuition remission).
 - The grant may not be renewed; no cost extensions are strongly encouraged.
 - Funds must be granted to nonprofit institutions/organizations operating in the U.S. or Canada. Researchers need not be United States citizens.
- If utilizing a sub-contractor you must include this budget. No indirect costs will be paid to the sub-contractor.

Resubmissions

Only one resubmission of a previously reviewed 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. Grants are assigned a priority score and may or may not advance to discussion by the full review board. Only reviewer comments are shared with the applicant after notification.
- *NEW*: Resource sharing is an expected outcome of a completed project. The review will consider how outputs will be shared as a component of impact. For a full description see [Resource Sharing Form](#).
- Additional years of funding are contingent upon a non-competitive review of a progress report including budget expenditures. An itemized budget for the second and third year of funding must be submitted and approved prior to receipt of such funding. Carry-over of unused funding may be requested with appropriate progress and justification. ALSF may elect to only partially fund or to hold subsequent funds if carry-over is excessive.

Grant Restrictions

- ALSF will not consider medical grant applications in psychosocial aspects of pediatric cancer in this category. Please see our Psychosocial Grants or Nurse Researcher Grant categories for inquiries regarding psychosocial research topics.
- ALSF will only consider applications from U.S. or Canadian institutions. However, the PI need not be a U.S. citizen.
- Institutions must have non-profit tax status.
- ALSF does not accept proposals for research utilizing human embryonic stem cells or non-human primates. (Research with human induced pluripotent stem cells is permissible.)
- The Young Investigator Grant is not transferrable to another investigator or to the mentor.

We encourage you to contact us if you have any questions about the appropriateness of your research ideas for this funding mechanism via Grants@AlexsLemonade.org. Applications not following these guidelines will be administratively rejected.

Reporting Requirements

- Progress Reports: The second and third years of funding are contingent upon a non-competitive review of annual progress reports that must demonstrate satisfactory progress toward completion of proposed research objectives and appropriate budget expenditures.
- Final Report: At the conclusion of funding the PI will submit a report of findings, expenditures as well as publications and presentations which acknowledge ALSF funding.
- Publications, presentations and posters featuring results of the experiments funded by ALSF should acknowledge "Alex's Lemonade Stand Foundation" as specified in report templates. ALSF requests copies be sent via email to Grants@AlexsLemonade.org.

Important Dates

Application Due Date	December 17, 2018 (11:59 PM ET)
Award Notification	May 2019
Project Start/End Dates	July 1, 2019 – June 30, 2022
Year 1 Progress Report	June 15, 2020 (with financials ending 5/31/20)
Year 2 Progress Report	June 15, 2021 (with financials ending 5/31/21)
Final Report	August 15, 2022 * (with final financials ending 6/30/22)

Please contact the ALSF Grants Team at (610) 649-3034 if you have any questions about your grant application and submission, or you may email questions to Grants@AlexsLemonade.org.

Application

Part I: Online Form

Submission: All applications must be submitted using ALSF's online portal (ALSFapps.force.com). A one-time registration is required to create a user account. Please use a browser other than IE if possible, for the best result! Thereafter, you will login to submit an application form and upload the required PDF. Please see page 6 for details.

A. Contact Information

Applicant will be asked for basic contact information for themselves, co-PI(s) if applicable, grant manager and institution.

B. Project Overview and Lay 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 lay 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 are not recognized.

Important Instructions:

- All sections described below should be combined into one PDF (max 10 MB) and uploaded to the ALSF online application form. Please include the scanned signed Cover Page.
- All templates mentioned can be found at ALSF's [Information for Grant Applicants](#) page.
- 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 format guidelines: Arial, Helvetica, Palatino Linotype, or Georgia fonts with a font size of 11 points or larger with minimum of ½ inch margins.
- The order of the application should be followed, adhering to the maximum number of pages allowed for each subsection indicated in parentheses.
- Appendices are not allowed.

Part II: Application Outline

- A. Application Cover Page (1 page):** Use the template provided on the ALSF's 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 summarize the research objectives and rationale.
 - 2. Overall Impact Statement (1/2 page):** Describe how this project will lead to new or improved cures for or impact on pediatric cancer patients.
 - 3. Budget/Justification (3 pages):**
 - a. *Budget Template (one and one half pages):* Complete the ALSF Standard Grant Budget template (link above). No indirect costs (including tuition remission) will be paid. The signature from an institutional representative on the cover page of this grant application specifically acknowledges and accepts this provision. If listing a subcontractor, please detail their costs.
 - b. *Budget Justification (one and one half pages)*
 - 4. Biographical Sketch(es):** Use the NIH 5-page biographical sketch format for the principal investigator, mentor and any key personnel.
 - 5. Mentoring Plan (1 page):** Describe the mentor's role in the experimental design and execution. Describe detailed plan for career development including strategies for mentorship in pediatric oncology research, continued education, and future research/funding.
 - 6. Mentor Letter of Recommendation:** this letter is separate from the mentoring plan and should confirm the role and activities outlined in the mentoring plan.
- D. Research Plan**
 - 1. Resubmissions (1 page):** If this proposal was submitted previously and did not receive funding, please describe any changes in the application, i.e. respond to the reviewers' critique in terms of changes in experimental design or new data. Only one resubmission of a previously reviewed, unfunded application is permitted.
 - 2. Specific Aims (1 page):** State the hypotheses to be tested and relevance to pediatric cancer research. List the goals and long-term objectives. State the specific objectives this project intends to accomplish.
 - 3. Research Strategy**
 - a. Significance (1 page):** Describe the relevant background for the current research plan. State the significance and importance of your proposed project with respect to *pediatric cancer research*. Relate the specific aims to the goals and long-term objectives.
 - b. Impact (1 page):** Describe how this project will modify or add to the pediatric oncology body of knowledge within the area of research and state how the integration of recent technology or novel approaches will directly affect outcomes.
 - c. 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 expected. Anticipation of potential problems and plans to deal with these is expected.

- d. **Resource Sharing (1 page):** Reviewers will be asked to consider the manner in which outputs from this project will be shared and the extent to which this plan will increase or decrease the impact of the proposed project. Use the [Resource Sharing Form](#) to complete this section of the application.

(www.alexslimonade.org/researchers-reviewers/applicants)

4. **Human Subjects (1/2 page):** Include IRB approval letter. Please note if letter is not applicable or if approval is pending. Funds awarded will be held until letter is received.
5. **Vertebrate Animals (1/2 page):** Include IACUC approval letter. Please indicate if letter is not applicable or if approval is pending. Funds awarded will be held until letter is received.
6. **Literature Cited:** A maximum of 30 references are allowed. Please use Vancouver format (numeric).
7. **Collaborators and/or Consultants:** Include any appropriate letters from individuals confirming their roles in the project.

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, Click "Get Started" to access the portal. If you are new to ALSF's portal, here is a [step-by-step guide](#) with screen shots!
 - Returning users- login with your username and password.
 - First time applicants: click the "New User?" link and complete your one-time registration and then log in.
4. After you've logged in, select the grant you wish to submit. Complete the online form with contact and project information.
 - Upload the application document as one PDF (maximum of 20 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 a saved application, go to ALSFapps.force.com and log in.
 - You will land on your dashboard. Click "Applications" to edit your application in progress.
 - Complete the form and upload the PDF
6. To submit, click Review & Submit. Once you have looked over the form, click Submit. You will see error messages for any required fields that need to be completed.
7. After your application has been successfully submitted an *email confirmation will be sent*. You will not be able to amend the application after submission.
8. Make sure your Profile contact information is correct while on your dashboard!

Questions? Please contact Judy Oliver at 866-333-1213 or Grants@AlexsLemonade.org