2020 Conquer Cancer Foundation of ASCO Global Oncology Young Investigator Award

Request for Proposals
Last Updated: June 21, 2019

Application Deadline: September 25, 2019

Conquer Cancer®, the ASCO Foundation
2318 Mill Road, Suite 800
Alexandria, VA 22314
571.366.9552 (Fax)
grants@conquer.org

Please visit asc.org/global-oncology-YIA for the most up-to-date version of the Request for Proposals.

About Conquer Cancer
Conquer Cancer®, the ASCO Foundation, funds research into every facet of cancer to benefit every patient, everywhere. In 1964, seven oncologists created the American Society of Clinical Oncology (ASCO), now a global network of nearly 45,000 cancer professionals. As ASCO’s foundation, Conquer Cancer helps turn science into a sigh of relief for patients around the world by supporting groundbreaking research and education across cancer’s full continuum.

For more information, visit CONQUER.ORG.
## Table of Contents

Purpose ........................................................................................................................................ 2
Funding Available ............................................................................................................................ 2
Physician Payments Sunshine Act .................................................................................................. 3
Eligibility Criteria ............................................................................................................................ 4
Eligible Organizations .................................................................................................................... 4
Mentors .......................................................................................................................................... 5
  Request for Co-Mentor (Optional) ............................................................................................... 5
Compliance with Applicable Legal Requirements ........................................................................ 5
Peer Review of Applications .......................................................................................................... 6
Key Dates ....................................................................................................................................... 6
Application Procedures .................................................................................................................. 7
Application Changes ...................................................................................................................... 8
Award Notification .......................................................................................................................... 8
Application Information Use and Sharing ..................................................................................... 9
Terms and Conditions ................................................................................................................... 10
Application Guide .......................................................................................................................... 16
1. Applicant (required). ................................................................................................................... 17
2. Organization (required). ............................................................................................................. 17
3. Training & Appointment Dates (required) .................................................................................. 17
4. Project Information (required). ................................................................................................ 18
5. Classification (required) ............................................................................................................ 18
6. Assurances (required) ............................................................................................................... 18
8. Project Timeline (required). ....................................................................................................... 19
9. Budget (required). ..................................................................................................................... 20
10. Contacts (required). .................................................................................................................. 21
11. Publications .............................................................................................................................. 21
12. Uploads ................................................................................................................................... 21
  a. Applicant’s Biosketch (required) .............................................................................................. 22
  b. Research Strategy (required) .................................................................................................. 22
  c. Biostatistical Plan (required) .................................................................................................. 23
  d. Cited References (required) ................................................................................................... 23
  e. Letter from Applicant Organization (required) ....................................................................... 24
  f. Mentor’s Biosketch and Letter of Support (required) ............................................................... 24
  g. Co-Mentor’s Biosketch and Letter of Support (optional) ......................................................... 25
  h. Sponsor’s Biosketch and Letter of Support (required if mentor is not an ASCO member) ....... 25
  i. Clinical Protocol (optional, strongly encouraged) ................................................................. 25
  j. Publications (optional) .......................................................................................................... 25
  k. Supporting Documentation (optional) .................................................................................... 25
  l. Resubmission Documentation (required for resubmissions only) .......................................... 26
  m. Institutional Approval Face Sheet (required) .......................................................................... 26
13. Review and Submit (required) .................................................................................................. 26

APPLICATION SUBMISSION CHECKLIST ..................................................................................... 27
Purpose

The Conquer Cancer Foundation of ASCO Global Oncology Young Investigator Award (YIA) provides research funding to early-career investigators to encourage and promote quality research in global oncology and to develop the next generation researchers to address global health needs. “Global oncology” is a term that generally refers to the application of the concepts of global health to cancer, and implies an approach to the practice of oncology that acknowledges the reality of limited resources in most parts of the world. For purposes of this Request for Proposals (RFP), “global health” is described as an "area for study, research, and practice that places a priority on improving health and achieving health equity for all people worldwide."¹

Research is one of the pillars of ASCO’s overall international strategy and provides a key opportunity to tighten the links among ASCO’s domestic and international membership, and to glean insights that can impact care not only in resource-limited settings, but also in high-resource settings. Additionally, research funding is one of the keys to supporting future global oncology leaders, advancing the field of global oncology, and identifying future global oncology innovations.

The Global Oncology YIA is intended to support:

a. Research by investigators in low resource settings on scientific questions specific to those settings. This research has potential to offer “reverse innovation” insights that could influence practice in a wide range of practice settings.

b. Research by investigators in high resource settings on issues in resource-limited settings.

c. Collaborative research (high and low resource investigators) on questions of shared concern, such as studying a cancer type that affects a small population in the U.S. but is common in another country.

Applicants are encouraged to be innovative in their research proposal. Proposed research projects could include, but are not limited to:

- Clinical and translational research
- Innovative care delivery
- Prevention and palliative care
- Implementation research
- Health Systems, Outcomes and Economics research related to cancer control and care

Funding Available

The total award amount is between $25,000 to $50,000. The award will be for a period of one year. Award funds will be paid to the Grantee Organization in two installments: the first installment will be paid in connection with the start of the grant period, which is expected to be on July 1, 2020. Payment of the second installment is dependent on the satisfactory submission of required reporting and satisfactory progress during the mid-year reporting period.

¹ “What is Global Health?” Beaglehole and Bonita, Glob Health Action. 2010
Physician Payments Sunshine Act

The Physician Payments Sunshine Act, or “Sunshine Act”, is part of the Patient Protection and Affordable Care Act (health care reform) that passed in 2010. The law is designed to bring transparency to financial relationships between physicians, teaching hospitals, and healthcare companies. More information about the Sunshine Act can be found at https://www.asco.org/advocacy-policy/asco-in-action/physician-payment-sunshine-act-additional-details-about-final-rule.

The Sunshine Act requires manufacturers of pharmaceutical drugs and devices, as well as group purchasing organizations, to report payments or transfers of value made to teaching hospitals and U.S. licensed physicians. (Please see the following excerpt from the Sunshine Act Final Rule that defines physician according to this law. If there are any questions regarding reportability, please talk with your institution. “As required by section 1128G(e)(11) of the Act, we proposed to define “physician” as having the meaning set forth in section 1861(r) of the Act, which includes doctors of medicine and osteopathy, dentists, podiatrists, optometrists, and chiropractors, who are legally authorized to practice by the State in which they practice.”) Reports are made to the Centers for Medicare and Medicaid Services (CMS), a government agency.

Conquer Cancer understands that payments made through this award are reportable under the Sunshine Act as indirect payments or transfers of value because these awards are funded by companies that are considered manufacturers of pharmaceutical drugs and devices and/or group purchasing organizations.

Conquer Cancer has entered into agreements with the supporters of this award that require that Conquer Cancer provide reportable information under the Sunshine Act. RECIPIENTS OF GLOBAL ONCOLOGY YOUNG INVESTIGATOR AWARDS MAY BE REPORTED ON THE CMS OPEN PAYMENTS WEBSITE AS HAVING RECEIVED PAYMENTS OR TRANSFERS OF VALUE FROM MANUFACTURERS OF PHARMACEUTICAL DRUGS AND/OR DEVICES. If there are any questions about reporting due to the Sunshine Act, please contact Gray Ladd, Manager, Grant Compliance, at 571-483-1700 or operations@conquer.org.

Disclaimer: The information on this section is not intended to provide legal advice. For legal advice concerning the Sunshine Act, the applicant must consult his/her institution or legal counsel.

See the Terms and Conditions section for more information.
Eligibility Criteria
The GO YIA provides research funding to early-career investigators to encourage and promote quality research in global oncology and to develop the next generation researchers to address global health needs.

Applicants (Principal Investigators) must meet the following criteria:
- Have a doctoral degree (including MD, PhD, MD/PhD, DO, or equivalent doctoral degrees).
- In the last year of training or during the first two years of a faculty/staff appointment (if in academic institution) or first two years of employment (if in a non-academic institution) at the time of grant submission.
- Should demonstrate an interest in oncology or a related branch of science and be working in an oncology setting, but are not required to have oncology-specific training.
- Be an ASCO member or have submitted a membership application with the grant application. To apply for new membership, or to renew an existing membership, go to http://www.asco.org/membership.
- Must have a contractual obligation with the sponsoring organization (see section for Eligible Organizations).

Applicants who are uncertain about their eligibility are encouraged to contact grants@conquer.org for clarification and provide their CV for evaluation.

Please note:
- Applicants may concurrently apply for the Global Oncology YIA and other Conquer Cancer grants such as the Young Investigator Award or Career Development Award if they meet all eligibility criteria, but may not receive funding simultaneously.
- Eligible applicants are allowed to hold only one active grant from Conquer Cancer at a time.
- Conquer Cancer reserves the right to evaluate and determine an applicant’s eligibility based on the information and justifications included in the application materials.
- There are no citizenship requirements. However, by submitting an application, an applicant applying from an institution located in a country in which he/she is not a citizen or a permanent resident assures that the visa status will provide sufficient time to complete the project and grant term at the institution from which he/she applied.

Eligible Organizations
The sponsoring organization must assure support for the proposed research project. Appropriate institutional commitment to the program includes the provision of adequate staff, facilities, and resources that can contribute to the planning process and implementation of the project. The sponsoring organization must assure to provide protected time to the Principal Investigator. Organizations must have been operating for at least one full year and have an acceptable management structure and processes in place.

Applications may be submitted by the following entities:
- Higher Education Institutions
• Research Organizations
• Government Organizations (may include medical centers and hospitals that have access to resources and infrastructure to support a research project)
• Nonprofit Organizations (includes medical societies or associations, advocacy organizations, foundations, hospitals)
• Non-Governmental Organizations
• Non-domestic (non-U.S.) Entities (Foreign Institutions) are eligible to apply.

Mentors
The applicant is required to apply in conjunction with a Mentor (who is an ASCO member), Mentors, or a Mentoring Team to provide scientific guidance and support in developing the grant application. Mentors can be from outside of the applicant’s institution. If applying with a mentoring team, at least one mentor must be from the applicant’s institution. The mentor/s should have research expertise and experience relevant to the proposed project and must be committed to continue their involvement throughout the total period of the proposed research.

Request for Co-Mentor (Optional)
Applicants may submit to Conquer Cancer a request for a co-mentor/s if the proposed project needs expertise not available in the applicant’s institution. Once we receive a request from an applicant, the application will be reviewed. If approved, Conquer Cancer Staff will work to find a co-mentor who matches the applicant’s professional interests and the area of the proposed research. Every effort will be made to match mentee applicants with a suitable co-mentor. However, it is conceivable that this may not always be possible.

Compliance with Applicable Legal Requirements (Applies to Non-U.S. Institutions and Entities)
The award of the Global Oncology Young Investigator Award is subject to applicable financial and legal requirements, including but not limited to United States laws addressing foreign corrupt practices and economic and trade sanctions (including those administered by the Office of Foreign Assets Control of the U.S. Department of the Treasury). Notwithstanding any other provision in this this Request for Proposals, including the list of countries classified as low-income, lower-middle-income, and upper-middle-income, any grant award is contingent on Conquer Cancer’s ability to transfer grant funds to the Grantee Organization and/or individual(s) and support the research project to be conducted by the applicant in compliance with all applicable legal requirements. Conquer Cancer will not accept applications and/or make grant awards to Grantee Organizations or individuals in those countries that are subject to U.S. sanctions or that require Conquer Cancer to obtain a license from the Office of Foreign Assets Control. If it is impossible or inadvisable for Conquer Cancer, in its sole and absolute discretion, to transfer grant funds to the Grantee Organization and/or individual(s) pursuant to applicable legal requirements, the grant will not be awarded to the Grantee Organization. If, after payment of the first installment of a grant award, it becomes impossible or inadvisable for Conquer Cancer, in its sole and absolute discretion, to transfer grant funds to the Grantee Organization and/or individual(s) pursuant to applicable legal requirements, then Conquer Cancer shall have no obligation to pay the second installment of the grant award. It is the responsibility of the Grantee Organization and/or the applicant to provide Conquer Cancer with the information or lawful means that permit Conquer Cancer to transfer the grant funds in compliance with all legal requirements.
Among the resources available to evaluate compliance with requirements administered by the Office of Foreign Assets Control are:

- [http://www.treasury.gov/resource-center/sanctions/Pages/default.aspx](http://www.treasury.gov/resource-center/sanctions/Pages/default.aspx)
- [http://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx](http://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx)
- [http://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx](http://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx)

**Peer Review of Applications**

The applications are reviewed by the Conquer Cancer Grants Selection Global Oncology YIA Subcommittee using a multi-stage review process. Each application is assigned to at least two scientific reviewers with expertise in global oncology for independent and confidential review. Applications that reach the final stage are also reviewed by a biostatistician and are invited for a video conference with the Global Oncology YIA Subcommittee.

The Conquer Cancer Grants Selection Global Oncology YIA Subcommittee will select the recipient based on the following criteria:

**Primary Criteria:**

- Strength of the hypothesis-driven proposal with a focus on global oncology research (~35%)
  - Significance and originality of the proposed study and hypothesis
  - Appropriateness, feasibility, and adequacy of the proposed experiment and methodology
  - Appropriate and detailed statistical analysis plan
  - A focus on global oncology research
- Strength of the mentor/mentoring team in supporting the applicant’s proposal and in facilitating the applicant’s career development (~30%)
  - Quality of the mentor/s and the plan for mentoring interactions with the applicant

**Secondary Criteria:**

- Potential for the applicant to pursue a research career (~25%)
  - Potential favorable impact on career development of the applicant
  - The qualifications and experiences of the applicant. Factors considered include the quality and extent of past education, training, experience, research originality, productivity, potential for independent investigation, and commitment to a career in research.
- Availability of institutional resources to support the proposed project (~10%)

**Key Dates**

- Online Applications Open: **July 1, 2019**
- Full Applications Due: **September 25, 2019 (11:59 PM ET)**
- Updated Supporting Documentation Due: **October 17, 2019**
- Notification Date: **April 2020**
- Award Term: **July 1, 2020 – June 30, 2021**
Application Procedures

All applications must be submitted in accordance with the requirements and instructions of this Request for Proposals (RFP). All application materials must be in English and must be submitted online through the Conquer Cancer grants portal at https://grants.conquer.org. No paper applications sent by mail, e-mail, or fax will be accepted.

Applicants are encouraged to start their application early due to the complexity of the online application process. The full application must be submitted by 11:59 PM ET on September 25, 2019. No late applications will be accepted. Please note that technical assistance is only available until 5:00 PM ET on September 25th.

Any updated supporting documentation (e.g., a letter from a drug company that they will provide the investigational drug, a letter of collaboration from another laboratory providing expertise for this project, a letter of support for a collaboration, etc.) must be sent to grants@conquer.org no later than 5:00 PM ET on October 17, 2019. Please note that these documents are optional, and only updates to documents submitted by the September 25th deadline will be accepted.

Getting Started on the Conquer Cancer Grants Portal
If you are a new user, click the “New User?” link on the homepage and complete the registration process.

If you are an existing user, use your email address as your log in ID. If your email address has changed, send an email to grants@conquer.org to update your login ID. Do not register for a new account with a new email address to avoid duplicate records. For password help, click the “Forgot Password?” link on the homepage. If you have previously applied for a Conquer Cancer grant, an ASCO Professional Development Program, or have participated on a Conquer Cancer review committee, your login information should be the same.

To initiate an application, click Apply for Funding on your homepage, once logged in to the grants portal, and select the “2020 Global Oncology Young Investigator Award.”
Applicants can expect to be notified in April 2020, via email to their primary email address on file. Applicants should ensure that their primary email address on file is updated prior to April 2020. All communication regarding applications, including award notifications, will be sent to the primary email address on file.

Applicants should add grants@conquer.org to their safe senders list to ensure they receive timely notifications such as document submission notifications, application submission confirmations, etc. If applicants are not receiving notifications, they should check their junk/spam folders first, then contact grants@conquer.org for additional assistance. For questions, please email grants@conquer.org.
**Application Information Use and Sharing**

Conquer Cancer may use and process the information submitted through this application form for several purposes, including but not limited to: 1) evaluating the application, 2) communicating with you regarding your application and other opportunities that may be of interest to you, 3) publishing information regarding Conquer Cancer’s grants and awards program on an anonymous basis, and 4) informing Conquer Cancer’s grant making strategies and policies. Information submitted through this application form will be kept on secure servers accessible to Conquer Cancer personnel and third parties authorized by Conquer Cancer to perform functions on Conquer Cancer’s behalf.

Research proposals submitted are considered confidential property of the applicant. Conquer Cancer is permitted to share research proposals with Conquer Cancer staff and reviewers, third party contractors, and potential supporters, and Conquer Cancer will require all to maintain the confidentiality.

By submitting an application form to Conquer Cancer, the applicant grants Conquer Cancer the right to use all application information submitted, outside of the research proposal, in aggregate and de-identified form, for any purpose.

If an applicant is selected for an award, the applicant grants Conquer Cancer permission to deposit grantee information collected in any documents or communications related to the application (including but not limited to investigator name, degree(s), clinical specialty, Open Researcher and Contributor ID (ORCID), institution and institutional information, project title, abstract, grant start date and duration, and grant amount) into the Health Research Alliance (HRA) online database (HRA Analyzer) of privately funded grants.

If an applicant is deemed fundable but Conquer Cancer does not have funding available, the applicant grants Conquer Cancer permission to share the full proposal to potential supporters.
Terms and Conditions

Each applicant selected to receive a Global Oncology YIA, and his or her Sponsoring Institution, must execute a separate Terms and Conditions document with Conquer Cancer in order to receive a Global Oncology YIA. This section of the RFP sets forth selected provisions of the Terms and Conditions that the applicant and his or her Sponsoring Institution should review carefully before submitting an application for a Global Oncology YIA. This RFP does not contain the complete Terms and Conditions document. Conquer Cancer reserves the rights to modify any of the provisions of the Terms and Conditions prior to execution by the applicant and Sponsoring Institution.

Responsible Conduct of Research

(1) The Research Project will be conducted according to the highest scientific and ethical standards and in compliance with all applicable laws and regulations and with the policies of the Sponsoring Institution, including with respect to Sponsoring Institution’s conflict of interest policies and procedures. To the extent policies of the Sponsoring Institution conflict with these Terms and Conditions, these Terms and Conditions will prevail.

(2) Upon request of Conquer Cancer, the Recipient will provide copies of documentation of Institutional Review Board approval for human research subjects to Conquer Cancer prior to commencing research on human subjects, if applicable.

(3) Upon request of Conquer Cancer, the Recipient will provide copies of documentation of Institutional Animal Care and Use Committee approval or international animal welfare board equivalent to Conquer Cancer prior to commencing research on animal subjects, if applicable.

Funds: Payment and Use

(4) The Award total is based on the approved grant amount, paid in two equal installments, on or about July 1, 2019 and January 1, 2020 subject to compliance by Recipient and Sponsoring Institution with these Terms and Conditions. Payment of the second installment is dependent on Recipient’s satisfactory submission of the six-month progress report and financial report, and satisfactory research progress during the first reporting period. The Award funds will be paid to the Sponsoring Institution.

(5) The Award will be used solely as detailed in the Research Project (including the grant proposal and budget).

(6) No more than 10% of total costs will be applied to overhead or indirect costs of the Sponsoring Institution in administering the Research Project. Direct costs include costs related to salary, supplies, equipment, sub-grants and subcontracts. Salary limits will be equivalent to the NIH applicable limit.
(7) Award funds may not be used to pay for: ASCO Membership Fees; fees for courses or classes; costs for proposal development for additional funding; travel to the ASCO Annual Meeting or other international congresses or conferences; political campaigns; direct donations, grants, or scholarships to individuals; lobbying; bribery; illegal activity; or any costs that are not directly related to the research project. No funds should be allocated to travel unless it is directly related to the research project itself.

(8) Award funds will not be used for expenditures incurred prior to the first day of the Award Period or after the last day of the Award Period. No additional expenses may be paid from Award funds after Conquer Cancer has received the Recipient’s final expenditure report or after any unexpended funds have been returned to Conquer Cancer, which must be provided in accordance with specific paragraphs in the full Terms and Conditions.

(9) At the end of the Award Period, any unexpended funds and any funds expended inconsistent with the Research Project will be returned to Conquer Cancer.

(10) If the Research Project included budgeted subcontracts to other institutions, the Recipient will be responsible for obtaining budget summaries and progress information annually, in concordance with the reporting schedule set forth herein. All consortium and contractual agreements must be pre-approved by the Conquer Cancer and will be subject to and will comply with these Terms and Conditions. The Recipient will ensure that the Research Project is conducted in compliance with these Terms and Conditions.

(11) The Recipient may not subcontract with a new third party without written approval from Conquer Cancer. A request to reallocate the budget will be submitted to Conquer Cancer through its grants portal for approval and will include a description of the work to be performed by the third party, reason for contracting with the third party, and a complete budget for the third party including revisions to the original budget categories. All contractual agreements will be subject to and will comply with these Terms and Conditions.

Requests for Budget Changes or Extensions

(12) The Recipient may move funds of up to 5% of the total yearly budget ($2,500) between budget categories or into new budget categories without prior written approval of Conquer Cancer. Notwithstanding the foregoing, budget limits on indirect and travel costs will be strictly followed and cannot be adjusted.

(13) Budget changes of greater than 5% per year between budget categories will be approved in writing by Conquer Cancer before expenditure of funds. The Recipient will submit a re-budget request with a detailed justification of the proposed change through the grants portal.

(14) Any request for a no-cost extension or budget change must be made through the grants portal at least 90 days prior to the expiration of the Award Period. Requests received after the last day of the Award Period will not be accepted and will automatically be disapproved. Conquer
Cancer will only allow a six month no-cost extension request, which will be approved or disapproved at its discretion.

(15) Requests for a six month no-cost extension require a no-cost-extension request submission through the grants portal and a detailed explanation of why the request is being made. Requests will only be approved if they pertain to Research Project. Conquer Cancer will approve or disapprove the request at its discretion.

(16) If a no-cost extension is granted by Conquer Cancer, the Recipient will submit additional progress reports and financial expenditure reports every six months during the extension term.

**Change of Personnel**

(17) The Recipient is not permitted to transfer the Award to a co-investigator.

**Changes in Research Focus and Project Scope**

(18) Changes in the specific aims of the Research Project will not be allowed without prior written consent from Conquer Cancer. Any request for changes in the specific aims of the Research Project must be made through the grants portal prior to performing any changes to the Research Project. Conquer Cancer will approve or disapprove the request at its discretion.

(19) Major changes in research design require prior written approval from Conquer Cancer. A request must be submitted by the Recipient through the grants portal prior to performing any aspects of any newly designed study. Examples of a major change include, but are not limited to, studying a different patient population than originally proposed or studying a different therapeutic than originally proposed. Conquer Cancer will approve or disapprove the request at its discretion.

(20) Minor changes in research methodology are not subject to prior approval by Conquer Cancer, but must be explained and justified by the Recipient in the mid-year or annual progress report.

**Institution Transfer**

(21) If the Recipient accepts an appointment at another institution during the Award Period, and desires to have the Research Project transferred to the new institution, the Recipient will submit a request through the grants portal to transfer the Award to the new institution at least 60 days before the anticipated date of transfer. Subject to Conquer Cancer’s written approval and in Conquer Cancer’s sole discretion, the Award may be transferred provided arrangements satisfactory to Conquer Cancer are implemented to continue the Research Project in a manner in which it was originally approved by Conquer Cancer. Any transfer must be approved in writing by Conquer Cancer before any such transfer takes place. Upon approval of a transfer of the
Award to a new institution, the Sponsoring Institution will return any unexpended funds and any funds expended inconsistent with the Research Project to Conquer Cancer. The new institution will agree to comply with these Terms and Conditions. Conquer Cancer will make arrangements to provide remaining Award funds to the new institution.

(22) If the Recipient is unable or not permitted to transfer the grant to a new institution, the Recipient and the Sponsoring Institution will relinquish the Award and any unexpended funds and funds expended inconsistent with the Research Project will be returned to Conquer Cancer.

Program Reporting

(23) Throughout the Award Period, the Recipient will submit expenditure reports and progress reports regarding the Research Project through the grants portal as directed in Exhibit A. It is the responsibility of the Recipient to submit the reports in a timely manner. Conquer Cancer may contact appropriate persons connected to the Research Project to ensure the progress reports and expenditure reports are received as required. Recipient and Sponsoring Institution will comply with the then-current procedures of Conquer Cancer regarding submission of progress and expenditure reports.

(24) Noncompliance with any of these Terms and Conditions, including failure to submit progress or expenditure reports, may result in the withholding of payment on this Award or other awards of Conquer Cancer in effect at the Sponsoring Institution, or on Conquer Cancer awards that may be awarded in the future, or such other action deemed appropriate by Conquer Cancer.

(25) Any unobligated balance remaining at the end of the Award Period or any extension term must be returned in full to Conquer Cancer along with the final Budget Summary. The check should be made payable to the “Conquer Cancer Foundation.”

Post-Award Reporting Obligation

(26) The Recipient will respond to Conquer Cancer's requests for information on his/her career progress following the Award Period and may be requested to provide his/her current Curriculum Vitae or update his/her information through the grants portal using the “Update CV or Publications” task. The information may be used for program evaluation and alumni communications. The Recipient understands that this obligation survives the Award Period and that he/she has an ongoing obligation to provide this information.

(27) Conquer Cancer reserves the right to include information relating to the Conquer Cancer Foundation of ASCO Global Oncology Young Investigator Award in its periodic reports, annual reports, awardee directory, publicly accessible databases of privately funded grant awards, or in any other materials issued by or on behalf of Conquer Cancer or Conquer Cancer’s affiliates.

Physician Payments Sunshine Act
(28) The Physician Payments Sunshine Act, or “Sunshine Act”, is part of the Patient Protection and Affordable Care Act (health care reform) that passed in 2010. The law is designed to bring transparency to financial relationships between physicians, teaching hospitals, and healthcare companies. More information about the Sunshine Act can be found at https://www.asco.org/about-asco/legal/conflict-interest/open-payments. The Sunshine Act requires manufacturers of pharmaceutical drugs and devices, as well as group purchasing organizations, to report payments or transfers of value made to teaching hospitals and U.S. licensed physicians. (Please see the following excerpt from the Sunshine Act Final Rule that defines physician according to this law. If there are any questions regarding reportability, please talk with your institution. “As required by section 1128G(e)(11) of the Act, we proposed to define “physician” as having the meaning set forth in section 1861(r) of the Act, which includes doctors of medicine and osteopathy, dentists, podiatrists, optometrists, and chiropractors, who are legally authorized to practice by the State in which they practice.”) Reports are made to the Centers for Medicare and Medicaid Services (CMS), a government agency. Conquer Cancer understands that payments made through the Conquer Cancer Foundation of ASCO Global Oncology Young Investigator Award may be reportable under the Sunshine Act as indirect payments or transfers of value because these awards are funded by companies that are considered manufacturers of pharmaceutical drugs and devices and/or group purchasing organizations. Conquer Cancer has entered into agreements with the supporters of the Conquer Cancer Foundation of ASCO Global Oncology Young Investigator Award that require that Conquer Cancer provide reportable information under the Sunshine Act. Conquer Cancer’s understanding is that payments made to the Recipient of the Conquer Cancer Foundation of ASCO Global Oncology Young Investigator Award are reportable as research grants under the Sunshine Act.

(29) The Sunshine Act requires that all reportable payments or transfers made starting August 1, 2013 be reported to CMS. To assist Conquer Cancer in complying with its reporting obligations to its supporters, the Recipient agrees to provide information to Conquer Cancer, including: State of License; State License Number; National Provider Identifier (NPI) Number; and, Name of related covered drug, device, biological or medical supply. Recipient must submit the information through the grants portal by the due date specified.

(30) The information on this Terms and Conditions is not intended to provide legal advice. For legal advice concerning the Sunshine Act, please consult your institution or legal counsel.

Publications and Other Public Release of Results

(31) Conquer Cancer strongly encourages Recipient to submit the results of Research Project for publication or other public release. In the event the Recipient’s results are published or otherwise publicly released either during or after the Award Period, the Recipient will provide Conquer Cancer with a copy of such publication or public release. All publications and public releases will include an acknowledgment of Conquer Cancer (see Public Announcements and Acknowledgment).
Conquer Cancer supports the widest possible dissemination of funded research results. Recipient is highly encouraged to publish in scientific journals that will provide public access to the research findings no later than twelve months after the date of publication.

Public Announcements and Acknowledgments

(1) Conquer Cancer will announce the Award and other recipients of the Conquer Cancer Foundation of ASCO Global Oncology Young Investigator Award. Conquer Cancer anticipates that the Sponsoring Institution may wish to make a public announcement of this Award. The Sponsoring Institution will submit to Conquer Cancer any proposed announcement, press release, or other public statement by the Sponsoring Institution relating to the Award, prior to release, and to coordinate the release of such public announcement, press release, or statement with Conquer Cancer. A copy of any press release, announcement, or public statement must be provided to Conquer Cancer.

(2) The Recipient and the Sponsoring Institution will acknowledge the support of the Conquer Cancer Foundation of the American Society of Clinical Oncology in all publications and presentations of the research funded by the Award. The Recipient understands that all abstracts, publications, and presentations resulting from research supported by the Award will contain the acknowledgment, "This work was funded by a Conquer Cancer Foundation of ASCO Global Oncology Young Investigator Award. Any opinions, findings, and conclusions expressed in this material are those of the author(s) and do not necessarily reflect those of the American Society of Clinical Oncology® or Conquer Cancer®."

(3) The Recipient is encouraged to use an emblem for the Conquer Cancer Foundation of ASCO Global Oncology Young Investigator Award on posters, presentations, and similar items produced for scientific meetings and conferences. The emblem may be used with the acknowledgment language. The Recipient can request this emblem by sending an email to grants@conquercancer.org.

Intellectual Property Rights

(4) Conquer Cancer will have no intellectual property rights or other rights in or to data collected or scientific discoveries made through the Research Project funded by the Award. Conquer Cancer encourages its recipients and their sponsoring institutions to report to Conquer Cancer any inventions, discoveries, or intellectual properties that result from the support of the research.
Application Guide

1. Applicant (required)
2. Organization (required)
3. Training and Appointment Dates (required)
4. Project Information (required)
5. Classification (required)
6. Assurances (required)
7. Personal Statement (required)
8. Project Timeline (required)
9. Budget (required)
10. Contacts
11. Publications (optional) – maximum of two publications
12. Uploads
   a. Applicant’s Biosketch (required)
   b. Research Strategy (required)
   c. Biostatistical Plan (required)
   d. Cited References (required)
   e. Letter from Applicant Organization (required)
   f. Mentor’s Biosketch and Letter of Support (required)
   g. Co-Mentor’s Biosketch and Letter of Support (optional)
   h. Sponsor’s Biosketch and Letter of Support (required if mentor is not an ASCO member)
   i. Clinical Protocol (optional) – strongly encouraged
   j. Publications (optional)
   k. Supporting Documentation (optional)
   l. Resubmission Documentation (required for resubmissions only)
   m. Institutional Approval Face Sheet Signed by the Institutional Approver (required)
13. Review and Submit
1. **Applicant (required)**
   This section includes the following applicant information:
   - **Contact Section** – Click Edit to update the following:
     - Prefix
     - Name (add any Suffix to the last name field)
     - Degree
     - Gender
     - Race
     - Ethnicity
     - ASCO Member ID (For pending ASCO membership applications, Enter the Temporary ASCO ID if available or “Pending_YourLastName”)
   - Institution Affiliations – Click Add to enter a new affiliation or Edit to update an existing affiliation.
   - Email (at least one, checked as primary) – Click Add to enter a new email or Edit to update an existing email.
   - Address (at least one, checked as primary) – Click Add to enter a new address or Edit to update an existing address.
   - Phone (at least one, checked as primary) – Click Add to enter a new phone number or Edit to update an existing number.
   - Degrees – This section is optional. Click Add to enter your degree information, one degree at a time.
   - Website - This section is optional.

2. **Organization (required)**
   - Under Grant Administration Organizations, click Add to enter the applicant institution(s). More than one institution may be added if the applicant is affiliated with another institution other than the applicant institution. A primary institution must be designated.
   - The system may have filled in information previously entered. Click Edit to update as needed.
   - Do not enter information in the Performance Sites section.

3. **Training & Appointment Dates (required)**
   - Final Subspecialty Training Completion Date
   - Faculty Appointment Start Date (Select N/A if not applicable)
4. **Project Information (required).**
   This section includes the following proposed project information:
   - **Research Project Title (250 characters maximum):** Provide a short descriptive title of the proposed research project.
   - **Brief Research Project Description/Abstract (3,000 characters maximum):** Provide a brief abstract of the proposed research project.
   - **Project Objective (Specific Aims):** List succinctly the specific objectives of the research proposed (e.g., to test a stated hypothesis, create a novel design, solve a specific problem, challenge an existing paradigm or clinical practice, address a critical barrier to progress in the field, or develop new technology). The specific aims should state concisely and realistically what the research intends to accomplish and/or what hypothesis is to be tested, and should list measurable objectives for the proposed project.
   - Please indicate with a "Yes" or "No" if you need assistance finding a mentor. Please briefly describe the expertise you need for your proposed project.

5. **Classification (required)**
   - **Subject Area:** Select one Subject Area from the drop-down list that best describes your research grant project. If "Other" is selected, provide information in the text field.
   - **Focus Area(s):** Scroll through the list to find research areas that may apply to your research project, then click the "Add" button to select each subject. You may add several research areas, but at least one focus area is required. If "Other" is selected, provide information in the text field.

6. **Assurances (required)**
   - Assurances for use of human and/or animal subjects in the research proposal
     - If "No" is selected, the applicant may leave the rest of the section blank and continue to the next section.
     - If "Yes" is selected, the applicant must indicate whether Ethical Committees at their organization have given their approval/assurance that the applicant is using these subjects in an ethical, humane manner. If applicable, please enter the assurance number for the project’s protocol and the date of expiration. Approval is not required at the time of application submission, but is required before the project commences.
   - Biohazard Use is not required.
7. **Personal Statement (required).** Please answer the following questions in the text box areas on the online application. Cutting and pasting from a Word document is allowed.

Please answer as briefly as possible. Each question has a maximum limit of 2,000 characters.

- What is the applicant's plan to pursue a career in global oncology?
- How would receiving this award affect the applicant's career?
- What is the percentage of time the applicant spends on research activities?
- What is the applicant's role versus the mentor's role in the proposed research study?
- What are the sources of salary support?
- Who will collect and analyze the data?
- What is the clinical potential of this research project?
- Was this research proposal submitted and/or will be submitted to other funding agencies/organizations?
- Will your proposal involve the use of drugs (yes/no)? If yes, please specify the drug and the drug manufacturing company.

8. **Project Timeline (required).** Enter major project milestones, the expected completion date, and if there is an associated deliverable. A deliverable is something that can be included in a progress report, such as a publication or an approval letter. The applicant is not required to have deliverables. However, the timeline should make it clear what outcomes will be achieved during the grant award period. Your IRB/Ethical Committee expiration date, if applicable, should also be included in this section.
9. **Budget (required).** Budgets should be entered in US Dollars ($). Non-U.S. applicants must use the best possible estimate of exchange rate into local currency and must include information in the “Notes” section for how the exchange rate was determined.

The budget must be directly entered into the budget section of the online application. Budget justification for the entire period must be entered by clicking on the “Notes” icon next the Year 1 header. Clicking “Save” will automatically populate the total costs. Click “Save and Continue” when the entire budget has been entered.

The budget guidelines are as follows:
- **Total Award:** Total project cost can range from $25,000 to $50,000 (direct and indirect combined). All funds will be paid directly to the sponsoring institution.
- **Research support:** Award funds in this category must include salary, supplies or equipment. Budgeted items must be consistent with available institutional facilities and resources. All items must be described in the Budget Notes.
- **Travel:** No funds should be allocated to travel unless it is directly related to the research project itself.
- **Indirect costs:** Up to 10% of the total award cost may be applied to overhead or facilities and administrative costs.

Note on Unallowable Expenses: Funds may NOT be used to pay for: ASCO Membership Fees; fees for courses or classes; costs for proposal development for additional funding; travel to the ASCO Annual Meeting or other US or international congresses or conferences; political campaigns; direct donations, grants, or scholarships to individuals; lobbying; bribery; illegal activity; or any costs that are not directly related to the research project.
10. **Contacts (required)**: The applicant should identify the specific individuals related to their project:

*Important Note*: If the individual is NOT an ASCO member, type ‘N/A _ (Last Name of Contact)’ in the “Member ID” field, to bypass the field. ASCO membership is only required for the Mentor (or Sponsor, if the Mentor is not a member.)

**Contacts – Personnel**
Use this section to add the following individuals:
- Grants administrator - will be directly involved in the pre-award and post-award activities of the grant (optional, encouraged)
- Assistant – this is the applicant's assistant (if he/she has one).
- Principal – the applicant is the primary person by default.

Click “Add”. On the next page, select the appropriate role. Do not select the “Primary Person” checkbox for any individuals other than the primary contact (i.e., applicant). Click “Select” to search for the individual. If the individual is not in the system, click “Add New Person” and complete all fields marked by an asterisk (*).

Click “Save and Close” to save the individual and return to the previous screen.

**Contacts-Other**
Use this section to add the following individuals:
- Mentor from his/her sponsoring institution, must be an ASCO member (required)
- Sponsor, must be an ASCO member (required if the mentor is not an ASCO member)
- An institutional approver (required)

Click “Add”. On the next page, select the appropriate role. Click “Select” to search for the individual. If the individual is not in the system, click “Add New Person” and complete all fields marked by an asterisk (*).

11. **Publications**
You may add up to TWO pertinent prior publications for which you are one of the authors. Click Add to enter details about the publication(s).

12. **Uploads**
To add a document:
- Scroll to the bottom of the page in the “Uploads” section.
- Select an upload type from the dropdown.
- Click “Add Files”, then select the document from your computer and click “Select” or “Open”.
- Then click “Start” to upload the file individually or click “Start Upload” the upload the files in bulk.
- The uploaded document(s) will then be listed at the bottom of the page.
- Refresh the browser page to ensure that the file successfully converted.
The following components of the application must be uploaded in the “Uploads” section:

a. **Applicant’s Biosketch (required).** Applicants should use the NIH biosketch template with an expiration date of 03/31/2020. The biosketch must not exceed more than five (5) pages. To complete the biosketch, please refer to these instructions.

The biographical sketch will require the following information:
- Current Position Title
- Education/Training
- Personal Statement – For this section, please describe:
  - The applicant’s background in the area of your proposed research project;
  - Why the applicant is the appropriate person to lead the proposed research project (e.g., will the applicant’s position allow her/him to apply or disseminate the results of this research?)
- Positions and Honors
- Contribution to Science – Briefly describe up to five of the applicant’s most significant contributions to science including:
  - Historical background
  - Central finding
  - Influence on the field
  - Applicant’s role
  - Reference up to four peer reviewed publications
- Additional Information: Research Support and/or Scholastic Performance – include information about previous and current grants and research support.

b. **Research Strategy (required).** The research strategy should be limited to four (4) typewritten, single-spaced pages, with one-inch margins and using an 11 point Arial font type. ALL pertinent tables, pictures, and graphs MUST be included within the 4-page limit.

The Research Strategy must contain the following information:

i. **Significance and Background:**
   - What is the problem that your research project addresses?
   - What is your hypothesis?
   - Why is this an important problem in your country and/or LMCs in general?

ii. **Innovation:**
   - How does this approach differ from current practice or knowledge?
   - How will it potentially improve cancer control in the applicant’s country?

iii. **Approach:**
   - What is the overall strategy and methodology the applicant will use to accomplish the specific aims of the research project?
   - Does the applicant’s site/country have the appropriate resources to effectively complete the research project? Please describe.
- How will data will be collected, analyzed, and interpreted to determine whether the research project is successful?
- Describe the potential barriers to the research project’s success and any alternative strategies.

iv. **Sustainability and Scalability:**
- How will the success of your research project be demonstrated?
- How will the knowledge learned be disseminated?
- How will this research project be sustained after the grant funding period is over?
- Assuming the research project is successful, what would be done with the results; what would be the next steps after the grant period?
- Is the research project transferable? Is there potential for this project to be scaled up and implemented in other areas of the applicant’s country or other LMCs?

c. **Biostatistical Plan (required).** A detailed statistical plan is required for all applications. The plan is limited to one (1) typewritten, single-spaced page with one-inch margins and 11-point Arial font type. For clinical and in-vivo studies, this section should include the primary objective/hypothesis and primary endpoint of the study, description of experimental design and study groups that will be compared, justification of the proposed study sample size, detailed procedures for data analysis, and appropriate statistical considerations. An appropriate sample size justification will include all parameters required for the computation of the sample size: the effect size, power and type I error rates for each Aim. When relevant to the project, it will also state median follow-up, prevalence of mutations in a given population, and accrual rate, for example.

Laboratory-based in vitro research proposals should also include the primary objective/hypothesis and primary endpoint of the study, procedures for data analysis, and appropriate statistical details that describe the summary measures that will be used to meet the objectives of the study.

Applications will be reviewed by a biostatistician. Applicants should work with a biostatistician to develop the application. If statistics are not applicable to the project, the applicant should upload a document stating that “Biostatistics are not applicable”, and the reviewers will evaluate.

d. **Cited References (required).** A list of cited references in the Research Strategy should be uploaded as a separate document in the Uploads section.
e. **Letter from Applicant Organization (required).** Upload a signed letter from an authorized individual (such as a member of the leadership or an executive) at the applicant organization explaining the role that the organization is playing in the project and any resources that they will be providing. This letter must include information regarding:

- Explanation of the organization’s legal status (i.e., nonprofit or governmental)
- Any resources and/or infrastructure that the organization is providing for the research project
- Description of prior experiences receiving and administering research grants, including size of grant, name of grantor, and outcome of grant if completed.
- Any examples of prior experience with Conquer Cancer or ASCO
- Whether the applicant will receive organizational or other support to apply the findings after the research project period is over
- Assurances that the organization will expend the funds according to the approved budget and will provide financial reports of expenses after six months during the research project period and at the conclusion of the grant
- Commitment to provide protected time to the applicant to complete the proposed research project

f. **Mentor’s Biosketch and Letter of Support (required).**

The applicant must identify a mentor from the applicant organization.

- Upload your Mentor’s Biosketch. Use the NIH biosketch template with an expiration date of 03/31/2020. The biosketch must not exceed more than five (5) pages. To complete the biosketch, please refer to these instructions.
- Upload the Letter of Support from your Mentor. This should include the following information:
  - Training plan for the applicant, including intended structure of the mentor/applicant interaction during the proposed investigation
  - Confirmation of the applicant’s employment status at the time of grant submission
  - A critical review of both the applicant and the research proposal
  - The role of the applicant in the development of the proposal
  - The role(s) or anticipated role(s) the applicant holds (will hold) at the institution
  - The level of institutional commitment to the applicant’s career development as an independent investigator
  - Assurance that the applicant organization will provide adequate facilities and support for performance of the proposed work
g. **Co-Mentor's Biosketch and Letter of Support (optional).**
The applicant may identify additional mentors. These mentors do not have to be in the same institution as the applicant.
   - Upload each additional Mentor Biosketch. Use the NIH biosketch template with an expiration date of 03/31/2020. The biosketch must not exceed more than five (5) pages. To complete the biosketch, please refer to these [instructions](#).  
   - Upload each additional Letter of Support from your Mentors. This should include the following information:
     - A critical review of both the applicant and the research proposal
     - Assurance that the co-mentor will provide professional guidance and support for performance of the proposed work

h. **Sponsor's Biosketch and Letter of Support (required if mentor is not an ASCO member).**
If the mentor is not an ASCO member, the applicant must identify a sponsor (who is an ASCO member) from the applicant organization.
   - Upload your Sponsor’s Biosketch. Use the NIH biosketch template with an expiration date of 03/31/2020. The biosketch must not exceed more than five (5) pages. To complete the biosketch, please refer to these [instructions](#).
   - Upload the Letter of Support from your Sponsor. This should include the following information:
     - Training plan for the applicant, including intended structure of the mentor/applicant interaction during the proposed investigation
     - Confirmation of the applicant's employment status at the time of grant submission
     - A critical review of both the applicant and the research proposal
     - The role of the applicant in the development of the proposal
     - The role(s) or anticipated role(s) the applicant holds (will hold) at the institution
     - The level of institutional commitment to the applicant’s career development as an independent investigator
     - Assurance that the applicant organization will provide adequate facilities and support for performance of the proposed work

i. **Clinical Protocol (optional, strongly encouraged).** If the applicant’s project involves a clinical protocol, it is highly encouraged to upload a copy of the protocol in the Uploads section.

j. **Publications (optional).** Up to two prior publications may be included. The applicant must be a co-author on these publications. Upload a copy of each publication and complete the Publications section.

k. **Supporting Documentation (optional).** This section may be used to upload any necessary additional information required to properly review the application (e.g., letters documenting the feasibility of the project, a letter from a drug company that they will provide the investigational drug, a letter of collaboration from another laboratory providing expertise for this project, a letter of support for a collaboration, etc.). Applicants are encouraged to provide a letter of support for
any investigational agents and letters of support from collaborating biostatisticians. Due to the limited time given to the reviewers, upload of any documents that are not critical to the review of the proposal or any additional publications is not allowable.

I. **Resubmission Documentation (required for resubmissions only).** Applicants resubmitting a prior application are required to upload a one-page introduction to address the feedback and critiques provided during the prior application cycle.

The introduction is limited to one (1) typewritten, single-spaced page with one-inch margins and 11-point Arial font type. Past applicants are strongly encouraged to upload a one-page introduction that discusses how the application has changed or respond to previous reviews. It is advised that applicants ask their mentors to read the reviewers’ critiques and the resubmission responses to confirm that the critique has been addressed in a way that is informative and constructive.

m. **Institutional Approval Face Sheet (required).** The Authorized Official representing the institution of the applicant must approve the full application (both the project proposal and the budget) by completing and signing the Institutional Approval Face Sheet (template provided in online application). This individual is typically from the institution’s Office of Sponsored Research. **The applicant must upload the signed Institutional Approval Face Sheet.**

13. **Review and Submit (required).**

The applicant may view the completed full application on the Review and Submit Page by clicking the View PDF button. This will generate a PDF file of the full application that may be saved or printed. Applicants are encouraged to save and/or print a copy of their complete application for their records.

Once the full application has been viewed or downloaded, click the “Submit” button to officially submit the application. The Submit button will not appear until all sections are completed. Once submitted, no changes may be made to the application.

**Full Application Submission Deadline**

All applications must be submitted no later than **11:59 PM ET on September 25, 2019.** Applicants will NOT be able to access the online application after this deadline. **Please note: technical assistance will not be available after 5 PM ET on the deadline.**
APPLICATION SUBMISSION CHECKLIST

- Applicant (required)
- Organization (required)
- Training and Appointment Dates (required)
- Project Information (required)
- Classification (required)
- Assurances (required)
- Personal Statement (required)
- Project Timeline (required)
- Budget (required)
- Contacts
- Publications (optional) – maximum of two publications.

Uploads
- Applicant’s Biosketch (required)
- Research Strategy (required)
- Biostatistical Plan (required)
- Cited References (required)
- Letter from Applicant Organization (required)
- Mentor’s Biosketch and Letter of Support (required)
  - Mentor Biosketch
  - Mentor Letter of Support
- Co-Mentor’s Biosketch and Letter of Support (optional)
  - Mentor Biosketch
  - Mentor Letter of Support
- Sponsor’s Biosketch and Letter of Support (required if mentor is not an ASCO member)
  - Sponsor Biosketch
  - Sponsor Letter of Support
- Clinical Protocol (optional) – strongly encouraged.
- Publications (optional) – applicant must be one of the authors.
- Supporting Documentation (optional). Examples include:
  - Letter of biostatistical support (highly encouraged)
  - Letters documenting the feasibility of the project
  - Letter from a company that will provide an experimental agent
- Resubmission Documentation (required for resubmissions only)
- Institutional Approval Face Sheet Signed by the Institutional Approver (required)

Review and Submit