



Rally Foundation for Childhood Cancer Research Career Development Award Application Guidelines

Rally Foundation aims to support the development of independent research of highly qualified individuals still early in their careers. Rally Career Development Awards are intended to take an investigator from mentorship to independence by providing the opportunity to develop independent research through protected time. This funding mechanism uses an institution nomination process, allowing each invited institution to nominate one investigator in a single grant cycle. The nominated investigator is then given access to the full application in Proposal Central. Unsolicited nominations and full applications will not be accepted.

Nominated investigators may access and submit full applications online through Proposal Central at <https://proposalcentral.com>.

2024 CAREER DEVELOPMENT AWARD DATES

CYCLE COMPONENT	DATE
Nomination Window Open (by invitation only)	September 20, 2023
Nomination Due	November 1, 2023 at 3:30 PM EST
Full Application Open (by nomination only)	November 6, 2023
Full Application Due	January 8, 2024 at 3:30 PM EST
Earliest Award Notification	April 1, 2024
Award Period Start Date	July 1, 2024

RALLY CAREER DEVELOPMENT AWARD FULL APPLICATION GUIDELINES

I. Eligibility

- Applicants with MD, DO, PharmD and/or PhD degrees who are within seven years of their first independent full-time faculty appointment at the time the award begins.
- Career Development Awards are intended to support early career investigators' research to leverage larger awards in the future. At the time of award, principal investigators may not be recommended for funding or hold a funded NIH 'K' level award or an independent 'R' or 'P' level award as a PI or co-leader.
- Principal investigators do not need to be U.S. citizens or located at a U.S. institution.
- The principal investigator's institution may be a hospital, university or private lab.

II. Research Project Priority Areas

The application must address at least one of the following priority areas related to cancer in children, adolescents and/or young adults up to age 24 (see Section V. Grants for age ranges):

- Innovative approaches to research that could lead to advanced studies or clinical trials.
- Basic science studies that are likely to lead to a new discovery.
- Under-studied cancer types.
- Quality of life, survivorship and palliative care studies.
- Personalized, targeted, alternative or integrative research proposals.
- Data utilization through data standardization, collection, storage, analysis and sharing.

The following will not be reviewed:

- Proposals that have no direct relevance to pediatric cancer nor fall within the scope of Rally Foundation's Career Development Award.
- Proposals for infrastructure programs.
- Incomplete applications and/or applications received after the deadline of January 8, 2024 at 3:30 PM EST.

III. Award Information

Award Amount

Career Development Awards up to \$100,000 per year for three years of support will be awarded. Up to \$100,000 may be used for the principal investigator's salary and fringe benefits. If the applicant chooses to include research support, up to \$25,000 of the award may be used for research support (i.e., support personnel, supplies, travel, contractual) with the remaining funds available for the principal investigator's salary and fringe benefits. Three-year grants will receive six funding installments, one every six months. Principal investigators may only receive one Career

Development Award.

Nomination and Review Process

Rally Foundation will invite institutions to nominate a researcher for the Career Development Award. Each invited institution may nominate one candidate in a single funding cycle to submit a proposal for funding consideration. Awards are determined by a competitive peer-review process and scores received. For Career Development Awards, Rally Foundation will not accept unsolicited nominations or proposals.

Applicant

Career Development Awards should be requested by the nominated researcher as the applicant/principal investigator. The applicant should put together the proposal with the guidance of a sponsor who is clearly identified in the proposal with a letter of support.

The principal investigator should have one primary sponsor; however, listing co-investigators is acceptable. If the primary sponsor should change during the Career Development Award period, written documentation should be submitted to Rally Foundation.

IV. Grants

The awarded funds must be used for the specific purpose for which they are granted unless written permission is received from Rally Foundation.

Rally Foundation will fund cancer research for the following populations: childhood (0-14), adolescent (15-19) and young adult (20-24).

We will not fund grants for the construction of buildings, remodeling of laboratories or purchase of land. We will not fund human embryonic stem cell research. We also do not pay indirect costs. If you have any additional questions about the definition of indirect costs, as applicable to Rally Foundation, please contact the Grants Manager.

If the principal investigator receives NIH R01 or K level funding or other overlapping funding at the time of award or during the award period, the Career Development Award will be reduced to \$50,000 per year which can be used for research support costs. In the instance that R01 or K level funding or overlapping funding occurs after a funding installment has been received, the investigator will be able to shift that funding to research support up to \$50,000 and any remaining funds will be returned to Rally Foundation. If this shift in funding happens in years 1-2 of the project period, subsequent years of funding will be considered based on demonstrated progress of the funded project.

Overlapping funding is a comparable or higher (monetary value) career development award at the time or after the award begins. Budgetary overlap with other funded projects is not allowed.

V. Post-Award Requirements

Rally Foundation has pledged to regularly report to its donors on how their donations are being used. The goodwill felt by these donors generates the continued income for future grant funding. Therefore, all award recipients must adhere to the following requirements:

A. Reports

Prior to the authorization of the second, third, fourth, fifth and sixth funding installments of a grant award, the principal investigator must complete interim reports using the web form in Proposal Central stating the specific aims, studies and results, significance, plans and a layman's summary. A written statement on the value of the grant to their research is also required. In addition, investigators must submit a financial report providing a breakdown of funds expended to date and how the remaining funds will be utilized.

No later than 60 days following the end of the grant term, recipients should provide a final progress report using the web form in Proposal Central stating the specific aims, studies and results, significance and a layman's summary. A written statement on the value of the grant to their research is also required. In addition, investigators must submit a final financial report providing by budget category a breakdown of funds expended.

If awarded, an annual timetable, which contains due dates for all reports, will be sent with each investigator's agreement.

B. Publications

Rally Foundation encourages recipients to cite Rally Foundation as a funding source in peer-reviewed publications arising from this award program. Recipients should also acknowledge Rally Foundation in non-peer-reviewed articles about their research in student newspapers, alumni newsletters, institutional magazines, etc.

C. Miscellaneous Information – Action Required

Funding of a proposal authorizes Rally Foundation to use the applicant's name in soliciting contributions to fund its cancer research and educational programs.

Funding of a proposal also authorizes Rally Foundation to link to the applicant institution's website. We understand that your web master must approve all web links, and we agree to contact you if the application for your institution is funded so that we can make appropriate arrangements to link to your site.

VI. Proposal Central Guidance

Electronic Submission Deadline – January 8, 2024 at 3:30 PM EST

- Applicants must submit proposals electronically through Proposal Central, an electronic grant submission system provided by Altum, Inc: <https://proposalcentral.com/>.

- If you are a ‘new’ user in Proposal Central click the link: “Need an account?” and complete the registration process.
- If you are already registered in Proposal Central, access the site and log in with your email address. If you have forgotten your password, click on the “Forgot your password?” link. Supply your email address in the space provided; a link to reset your password will be sent to you by email.
- After you log in, update or complete your Professional Profile (fourth tab from the left) before starting an application.
- To start an application, select the Grant Opportunities tab (gray tab furthest to the right). A list of opportunities will display. Find the “Rally Foundation for Childhood Cancer Research” grant that you wish to apply for (Career Development Award) and click the ‘Apply Now’ link (second to last column) to ‘create’ your application.
- If you have any difficulties registering, logging in or creating your application, contact Proposal Central Customer Support at 1-800-875-2562 or +1 703-964-5840, and/or email pcsupport@altum.com.

VII. Guidelines for Full Application Submission

Full applications will be available in Proposal Central to invited applicants in November 2023. All templates and requirements will be available in Proposal Central upon acceptance of the nomination.

Format Specifications for Text

Arial font size 11 point should be used for all documents. Applications that are incomplete, typed in a smaller font size, or not adhering to the page limits will be rejected administratively. Use at least one-half inch margins (top, bottom, left and right) for all pages. In Proposal Central the text box character limits include spaces.

A. Layman’s Summary (2,000 characters)

This will help Rally’s Board of Directors evaluate the recommendations of the Medical Advisory Board. Please provide a layman’s summary in *plain language*, suitable for a general audience. Please refer to the NIH guidelines for plain language summaries: <https://www.nih.gov/institutes-nih/nih-office-director/office-communications-public-liaison/clear-communication/plain-language/plain-language-getting-started-or-brushing>.

B. Scientific Summary (2,000 characters)

A separate one-half page summary of the research objectives and rationale.

C. Past and Current Research Support

Provide past and current research support for the principal investigator, including any funded grants and/or pending applications that may overlap with your proposed project.

D. Human Subjects

Certification for protection of human subjects should be obtained for all applicable projects, in accordance with NIH guidelines. Copies of relevant documentation should accompany the proposal, including I.R.B. approval letter and/or an I.A.C.U.C. approval letter or proof of pending submission of I.R.B. or I.A.C.U.C. as soon as possible. Please refer to NIH guidelines for human subjects' regulations: <https://grants.nih.gov/policy/humansubjects.htm>.

E. Vertebrate Animals

Certification for protection for the care and treatment of laboratory animals is required for all applicable projects, in accordance with NIH guidelines. Relevant documentation must accompany the proposal, including I.R.B. and/or I.A.C.U.C. approval letter or proof of pending protocols.

F. Budget

Please use the grant application budget forms (PHS 398 Form Pages 4 and 5). The budget should only reflect project costs specifically supported by Rally Foundation up to \$100,000 per year. This may represent only a portion of the larger project's costs. Up to \$100,000 may be used for the principal investigator's salary and fringe benefits. If the applicant chooses to include research support, up to \$25,000 of the award may be used for research support (i.e., support personnel, supplies, travel, contractual) with the remaining funds available for the principal investigator's salary and fringe benefits. We will not pay for indirect costs. Enter the totals under each budget category for each year of support requested. In addition, provide an itemized, detailed budget justification for direct costs. Use a continuation page as needed but limit to one page.

G. Biographical Sketch

Principal investigators, primary sponsor and co-investigators should include a biographical sketch formatted to October 2021 NIH guidelines.

H. Research Plan (limited to seven pages)

Keep these questions in mind as you organize the Specific Aims and Research Strategy below:

- What do you intend to do?
- Why is the work important?
- What has already been done?
- How are you going to do the work?

1. Specific Aims

State concisely the goals and specific objectives of the proposed research and the clinical impact that the results of the proposed experiments will have on the advancement of the pediatric cancer research field. State the hypotheses to be tested and relevance to the funding priorities listed in Section II of these Guidelines.

Only proposals which are directly related to a Section II priority area and funding pediatric cancer research and education programs will be considered.

2. Research Strategy

a. Significance

Describe the importance of the problem and the progress in the field that the proposed studies will address. Explain research to date, which has led to the present application, critically evaluate existing knowledge, and specifically identify the need that the project is to fill. State the significance of your proposed project with respect to the pediatric cancer research by relating the specific aims to the goals and long-term objectives.

b. Innovation

Provide a detailed explanation of the innovations that are included in the proposal. Explain how the application seeks to shift current research or clinical practice paradigms. Describe any novel theoretical concepts, approaches or methodologies, and instrumentation or interventions to be developed or used, and elaborate on any advantages over existing methods.

c. Experimental Approach and Research Design

Describe the experimental approach to the research question and state the procedures and methods to be used in achieving the specific aims. Include how the data will be collected, analyzed and interpreted. Provide a tentative sequence or timetable for the project. Specify any procedures, situations or materials that may be hazardous to personnel and the precautions to be exercised. Reviewers will weigh heavily the feasibility of carrying out the project in the projected time span, analyzing any potential difficulties and limitations of the proposed procedures and specific aims.

d. Career Plan

Applicants should describe a long-term career plan and elaborate on how the successful completion of the proposed Career Development Award research would benefit his/her career goals in the pediatric cancer field.

I. Relevant References (limited to one page)

List all references in “Nature” format. Limit the references to relevant and current literature. It is important to be concise and to select only those literature references pertinent to the proposed research.

J. Letters of Support

Include letter of support from the sponsor. Include any appropriate letters of support from all individuals serving as collaborators or consultants confirming their role(s) in the project.

K. Application E-Signatures

The principal investigator and the institution's Signing Office must log into Proposal Central to e-sign the application. This e-signature is required for the submission of the application and must be completed before the deadline.

YOU MAY CONTACT THE GRANT MANAGER AT:

Rally Foundation for Childhood Cancer Research

Leigh Anna Lang

Email: leighanna@rallyfoundation.org

Phone: 404-847-1270