



Outside the Box Grant Application Guidelines

Rally Foundation for Childhood Cancer Research, Kids Join The Fight and cureMEC invite applications for innovative research strategies that directly address pediatric, adolescent and young adult brain cancer or myoepithelial carcinoma through a novel idea. These grants are designed to provide seed funding for a new idea that may not have preliminary data but for which a strong case can be made for the potential impact for children battling brain cancer or myoepithelial carcinoma.

Applications may be accessed and submitted online through ProposalCentral:
<https://proposalcentral.com/>

2023 GRANT CYCLE DATES

CYCLE COMPONENT	DATE
Letter of Intent Open	January 16, 2023
Letter of Intent Due	February 20, 2023 at 5:00 PM EST
Full Application Open (by invitation only)	April 5, 2023
Full Application Due	May 17, 2023 at 5:00 PM EST
Earliest Award Notification	August 1, 2023
Project Period Start Date	September 1, 2023

I. Eligibility

- Applications will be accepted from the following:
 - Clinical fellows in pediatric hematology/oncology and/or postdoctoral research fellows conducting pediatric cancer research. The grant is available for MD, DO, PharmD or PhD fellows after the first year of their fellowship.
 - All academic ranks, Instructor to Professor, and research scientists with MD, DO, PharmD and/or PhD degrees. Rally defines young investigators as researchers no more than five years post fellowship and independent investigators as researchers who are more than five years post fellowship.
 - Consortiums of three or more institutions collaborating on a grant-supported research project.
 - Principal investigators do not need to be U.S. citizens or located at a U.S. institution.
 - Principal investigator’s institution may be a hospital, university or private lab.



II. Pediatric Cancer Research Project Priority Areas

The application must address the following priority areas related to brain cancer or myoepithelial carcinoma in children (0-14), adolescents (15-19) and/or young adults (20-24):

- A novel idea for innovative research that could lead to advanced studies or clinical trials.
- Treatment approaches that aim to limit the long-term side effects.

The following will not be reviewed:

- Proposals that have no direct relevance to pediatric cancer nor fall within the scope of the Outside the Box Grant.
- Proposals for infrastructure programs.
- Incomplete applications and/or applications received after the deadline of May 17, 2023 at 5:00 PM EST.

III. Award Information

Award Amount

Outside the Box Grants award up to \$50,000 for one year of support. One-year grants will receive two installments, one every six months.

IV. Request for Continued Funding

Applicants may request additional funding for a project previously funded under the Outside the Box Grant mechanism. After the one-year award period, the applicant will be required to submit a new full application under one of the following grant mechanisms: Postdoctoral and Clinical Research Fellow Grant, Independent Investigator Grant or Consortium Grant. The new application will be peer-reviewed and considered with all other applications in the grant cycle.

V. Grants

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

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, please contact the Grants Manager.



VI. Post-Award Requirements

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

A. Reports

One-Year Grants

Prior to the authorization of the second installment of a grant award, the investigator must complete an interim report using the web form in ProposalCentral 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 other words, "What the Organizations' award has meant to me." 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 summary of the benefits of the Organizations' award to their research using the web form in ProposalCentral. A final report of expenditures should also be included.

If awarded, an annual timetable, which includes start dates and due dates for all reports, will be sent with each grantee's notification and acceptance letter.

B. Publications

Each funding organization encourages recipients to cite the organizations as a funding source in peer-reviewed publications arising from this award program. Recipients should also acknowledge the funding organizations in non-peer-reviewed articles about their research in student newspapers, alumni newsletters, institutional magazines, etc. Please forward copies of these news articles to the funding organizations as soon as they are published.

C. Miscellaneous Information – Action Required

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

Funding of a proposal also authorizes each funding organization 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.

Rally Foundation for Childhood Cancer Research (Rally) serves as the grant administrator for the



Outside the Box Grant and its partner organizations: Kids Join The Fight and cureMEC.

If you are funded by the funding organizations, it is imperative that your institution properly document and recognize each individual organization.

VII. Guidelines for Submission

Electronic Submission Deadline – May 17, 2023 at 5:00 PM EST

- Applicants must submit proposals electronically through ProposalCentral, an electronic grant submission system provided by Altum, Inc: <https://proposalcentral.com/>.
- If you are a ‘new’ user in ProposalCentral click the link: “Need an account?” and complete the registration process.
- If you are already registered in ProposalCentral, access the site and login 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 login, 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 “A Collaborative Pediatric Cancer Research Awards Program” grant that you wish to apply for (Outside the Box Grant) and click the ‘Apply Now’ link (second to last column) to ‘create’ your application. Please note that full applications will only be available in ProposalCentral to invited applicants in April 2023.
- If you have any difficulties registering, logging in or creating your application, contact ProposalCentral Customer Support at 1-800-875-2562 or +1 703-964-5840, and/or email pcsupport@altum.com.

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. For text boxes, ProposalCentral character limits include spaces.

Outside the Box Grant Application Online Face Page (required)

Complete the online Face Page. Signing official’s signature will be required. You may print the required signature page found in Section 11 of application should you choose to begin the signature process early.



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

This will help each funding organization'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. 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://www.hhs.gov/ohrp/regulations-and-policy/decision-charts/index.html>.

D. 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.

E. 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 the organizations up to \$50,000. This may represent only a portion of the larger project's costs. We will not pay for indirect costs. Enter the totals under each budget category for each year of support requested. In addition, please provide an itemized, detailed budget justification for direct costs. Use a continuation page as needed but limit to one page.

F. Biographical Sketch

Investigators, primary scientific mentors, as applicable, and co-investigators should include a biographical sketch formatted to March 2020 NIH guidelines (please be specific and state any areas of potential overlap your proposed project may have with funded grants and/or pending applications). Any previous funding for the proposed project must be included here along with whether the project has received extramural funding (e.g., NIH) in the past.



G. Research Plan (limited to six pages)

Please keep these questions in mind as you organize items 1-3 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 the Section II priority areas 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 that 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 heavily weigh 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.

H. Career Plan (limited to one page)

Fellow applicants should describe a long-term career plan and elaborate on how the successful completion of the proposed research fellowship 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

Fellows, include letters of support from the scientific mentor and the department head. Young investigators, include a letter of support from the department head. All applicants, include any appropriate letters of support from all individuals serving as consultants confirming their role(s) in the project.

SHOULD YOU HAVE ANY PROBLEMS, YOU MAY CONTACT THE ADMINISTRATOR OF A COLLABORATIVE PEDIATRIC CANCER RESEARCH AWARDS PROGRAM:

Rally Foundation for Childhood Cancer Research

Leigh Anna Lang

Email: leighanna@rallyfoundation.org

Phone: 404-847-1270