

St. Baldrick's Foundation

GRANT APPLICATION INFORMATION AND GUIDELINES FOR 2018



Zach S., New York
Acute lymphoblastic leukemia (ALL)
St. Baldrick's 2018 Ambassador



Let's take childhood back from cancer.

St. Baldrick's Foundation Grant Application Information and Guidelines for 2018



*“I have been facing cancer for the past 10 years, and I know that **critical research** has enabled me to stay one step ahead of cancer.”*

Zach S., 2018 St. Baldrick's Ambassador

ABOUT THE ST. BALDRICK'S FOUNDATION

The St. Baldrick's Foundation (SBF) is a volunteer-powered charity committed to funding the most promising childhood cancer research. St. Baldrick's is best known for its head-shaving events where volunteers go bald in solidarity with kids with cancer while raising money for research.

The foundation's first head-shaving event was held on St. Patrick's Day in 2000. Since then, St. Baldrick's has granted over \$232 million for childhood cancer research, making it the world's largest private funder of childhood cancer research grants.

For more information, please visit StBaldricks.org. You can also search current and past grants at StBaldricks.org/grants.

CONTACTS

For help using the online application system:

ProposalCENTRAL Customer Support
pcsupport@altum.com
800.875.2562

For grants inquiries:

St. Baldrick's Foundation
Department of Grants Administration
Grants@StBaldricks.org
626.792.8247

All funds reflected in this document are listed in U.S. dollars.

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"I'm incredibly grateful to all of the researchers who devote their careers to finding cures and less toxic treatments. My son is alive today because of the decades of research that preceded his diagnosis. We appreciate everything St. Baldrick's does to partner with the research community and accelerate this work."

Kelly Forebaugh, Mom of Jackson, 13

Funding Highlights

The St. Baldrick's Foundation works hard to be sure that every dollar makes the biggest impact possible in childhood cancer research. The Foundation held Research Priorities Summit in 2010, 2012 and 2016 with the country's leading pediatric oncology researchers participating to advise the staff and board of directors on funding priorities.

The St. Baldrick's team and Scientific Advisors meet regularly to be sure St. Baldrick's funds make the greatest impact on pediatric cancer research.

Current funding priorities are divided into four categories:

- New discovery research
- Translational research and early phase clinical trials
- Phase III clinical trials & infrastructure support of participating institutions (primarily the fall grant cycle)
- Education of new pediatric oncology researchers

In addition to research to understand the biology of childhood cancers and discover leads to more effective treatments, topics of interest include, **but are not limited to:**

- Adolescents & young adults
- Survivorship, outcomes, and quality of life
- Supportive care
- Epidemiology and pediatric cancer predispositions
- Precision medicine
- Alternative & complementary therapies

Funding Types: Overview

SPRING GRANT CYCLE

Letter of Intent due by January 31, 2018; applications due by March 30, 2018.

- **St. Baldrick's Scholars:** This career development award is to help develop the independent research of highly qualified individuals still early in their careers (no more than seven years as a faculty member, post-fellowship). With up to \$110,000/year, three-year minimum, with an opportunity for two additional years, this award is for a *Scholar's salary & benefits only*; adjustments *may* be allowed if the Scholar receives other funds after applying, upon Foundation approval.
- **St. Baldrick's International Scholars:** This three-year award, with an option for two additional years based on progress, is available to train researchers from low- and middle- income countries (according to classification made by the World Bank) to prepare them to fill specific stated needs in an area of childhood cancer research, with a commitment to then continue with research in their home country.
- **Research Grants:** These one-year grants are for specific research projects which are hypothesis driven and may be laboratory, clinical or epidemiological research. While the average grant is \$100,000 or less, the proposed budget must be realistic for the project.
- **Supportive Care Research Grants:** These are for research projects which are hypothesis-driven and focus on areas related to the supportive care of children and adolescents with cancer. Applications are accepted from Ph.D. and D.N.P. holders. Examples include studies related to symptom clusters, patient-reported outcomes or quality of life, health communication, health promotion, and psychosocial support across the trajectory from diagnosis to survivorship or end-of-life care. While the average grant is \$50,000 or less, the proposed budget must be realistic for the project.
- **St. Baldrick's Summer Fellows (*Note: due date for 2018 has changed*):** These awards offer a \$5,000 stipend (one per institution) for a student to work on pediatric oncology research. There is no Letter of Intent for Summer Fellows. Full applications are due Dec. 31, 2017. Applications are submitted via email and are not available on ProposalCENTRAL. Summer fellowship program directors can contact Grants@StBaldricks.org for application information.

The above are funded based on scientific review.

FALL GRANT CYCLE

Letter of Intent due by July 13, 2018; applications due by August 31, 2018.

- **Infrastructure Grants:** These grants are not for a specific research project, but rather for resources to allow more research to be done. They support institutions with the potential for more participation in childhood cancer clinical trials, but which currently lack necessary resources (primarily support for Clinical Research Associates). Preference is given to institutions with high needs and low philanthropic support in geographical areas where St. Baldrick's funds are raised. Institutions which do not currently receive other St. Baldrick's grants are also given preference. (Average grant will be \$25,000-\$50,000.)
- **St. Baldrick's Fellows (Note: due date for 2018 has changed):** The St. Baldrick's Foundation funds years 3-5 of a pediatric oncology research fellowship with an opportunity for one additional year of funding. This mechanism is designed to support a *Fellow's salary and benefits only*. The St. Baldrick's Foundation encourages applications from institutions with fellowship programs that have not previously received St. Baldrick's funding for this grant mechanism.

AWARDS OUTSIDE OF THE SPRING AND FALL GRANT CYCLES

- **St. Baldrick's Robert J. Arceci Innovation Awards:** Funding given in honor of the late Dr. Robert J. Arceci to researchers nominated by their peers for their work reflecting his values, including creativity, collaboration and commitment to early- to mid-career scientists. (Researchers may not apply for this award; they must be nominated.) The award is given to a researcher from the United States and Canada in the spring and to an international researcher in the fall. This award is \$250,000/year for three years. For information about nominating a researcher, please contact Grants@StBaldricks.org.

Applicable to All Funding

- With the following exceptions, each program/institution may submit only one LOI/application per funding category. Each program/institution may submit two LOI/applications in the Research Grant category. It is possible for a program/institution to receive funding in more than one category.
- A program/institution is defined as an entity essentially operating under one management. For example, the pediatric program of the Fred Hutchinson Cancer Research Center and Seattle Children's Hospital is considered one program, as is the pediatric program of the Dana-Farber Cancer Institute and Children's Hospital. However, if an applicant from the University of Washington or Harvard Medical School or the Brigham and Womans Hospital was not affiliated with the Hutch/Seattle Children's or DFCI/Boston Children's pediatric programs respectively, they would be considered separate and therefore would be allowed to apply. Any questions or questionable situations will be reviewed by a subset of the Scientific Advisory Board of St. Baldrick's.
- During each grant cycle, a researcher can only apply once as the lead Principal Investigator.
- Category/Cycle specific LOI Instructions are available in ProposalCENTRAL upon starting the LOI and on the St. Baldrick's website (stbaldricks.org/for-researchers).
- Letter of Intent (LOI), application, and required documents must be submitted by the Principal Investigator, in English, online through ProposalCENTRAL (proposalcentral.altum.com) before 5 p.m. EST on the deadline.
- Note: Applications for summer fellowships must be submitted by the mentor via email to Grants@StBaldricks.org. There is no LOI for Summer fellowships. Summer fellowship applications are due Dec. 31, 2017.
- Note: Eligible current St. Baldrick's Scholars applying for extended funding will be contacted by the St. Baldrick's Foundation Grants Administration staff with instructions for applying. Applications will be submitted via ProposalCENTRAL and reviewed for progress. Grantees can email Grants@StBaldricks.org with further questions about the optional funding. Applications are due before 5 p.m. EST on March 30, 2018.
- Note: Eligible current St. Baldrick's Fellows applying for extended funding will be contacted by the St. Baldrick's Foundation Grants Administration staff with instructions for applying. Applications will be submitted via ProposalCENTRAL and reviewed for progress. Grantees can email Grants@StBaldricks.org with further questions about the optional funding. Applications are due before 5 p.m. EST on Aug. 31, 2018.
- Attention: Institutions that are actively involved in (sponsor, promote, or participate in) non-St. Baldrick's head-shaving fundraising events are not eligible to apply for St. Baldrick's funding.
- St. Baldrick's Foundation funds biomedical research in order to better understand the causes of pediatric cancers and to advance its prevention, treatment, and cure. The main output of this research is new knowledge. To ensure this knowledge can be accessed, read, applied, and built

Applicable to All Funding, continued

upon in fulfillment of our goals, St. Baldrick's Foundation encourages researchers to share data with the research community and expects it researchers to publish their findings, including but not limited to publication in peer reviewed journals.

- St. Baldrick's funds may not be used for human embryonic stem cell research.
- All application evaluations are considered confidential and are available to scientific reviewers, the Foundation's Board of Directors, and the administrative personnel of the St. Baldrick's Foundation only.
- Resubmissions: Applicants with resubmissions have the option to check a box in ProposalCENTRAL on the title page of the application stating that it is a resubmission. Resubmissions are not marked in the Letter of Intent stage. You may mention it is a resubmission in your LOI. Applicants with a resubmission are asked to address the reviewer comments in the appendix. Be sure that the document addressing previous reviewer comments is listed in the table of contents for your appendix. Resubmission applicants will not have all three of the same reviewers. St. Baldrick's does ask at least one of the previous reviewers to re-review the resubmission. Once marked as a resubmission in ProposalCENTRAL, new reviewers will have access to the past reviewer comments. Resubmissions are still required to go through limited submission decisions per the institution.
- When a grant is approved for funding the transfer of funds is contingent upon all legal documents being signed and approved by the St. Baldrick's Foundation.
- No Cost Extensions must be requested and approved by email: Grants@StBaldricks.org. Requests must be submitted, stating the amount of funds remaining, a brief report of progress, an explanation of why the extension is necessary, and the length of time requested.
- For multi-year awards, the Principal Investigator may request that funds be moved from a previous or current period into a future period. Carry-forward requests should be submitted in writing with an explanation for the unexpended balance, a plan for the use of funds, and a side-by-side comparison between the original budget and future budget categorical items. Funds cannot be carried forward between two different award types (i.e. a Fellow to a Scholar award).
- Re-budget requests should be submitted in writing with an explanation of each change and a side-by-side comparison between the original budget and revised budget categorical items. Re-budgeting that results in expansion of scope will be reviewed by St. Baldrick's scientific advisors for approval.
- Some grants will be "named" for significant St. Baldrick's constituents (Hero Funds, major donors, high-ranking fundraising teams, corporate or foundation partners, etc.). Recipients of named grants must use the title designated by the Foundation whenever referring to the grant (example: *The ABC Company St. Baldrick's Scholar* or the *Team Courtney St. Baldrick's Fellow*). These grant recipients may also be asked to meet with the constituents.
- The institution's public relations staff will ensure all requirements detailed in the Publicity Form are understood and met. This form will be provided with the award acceptance paperwork.
- Grant recipients will work with the Foundation to coordinate a joint press release to announce the grant and will give recognition to the St. Baldrick's Foundation where funders are listed on the institution's website and in its annual report.

Applicable to All Funding, continued

- Grant recipients will become familiar with the St. Baldrick's Foundation and be prepared to speak publicly about its work, when appropriate. The Foundation encourages participation by grant recipients in St. Baldrick's events held in the geographic vicinity of their institution. Shaving one's head is not required; there are many ways to participate, including speaking at the event, helping to connect patients or survivors and their families to the Foundation to be honored, and participating in your favorite activity to raise funds for pediatric cancer research (i.e. running, walking, climbing a mountain, hosting another event, etc.).
- Grantee shall, at all times during the term of this grant and for a period of three years after the grant term, maintain all records applicable to the research grant, including all records related to use of grant funds and records related to research supported by the grant. The Grantee shall at any time requested by the Foundation, whether during or after completion of this grant term and at Grantee's own expense, make such records available for inspection and audit (including copies and extracts of records as required) by the Foundation, within 30 days of a written request for such records made by the Foundation. Such records shall be made available to the Foundation during normal business hours at the Grantee's office or place of business.
- SBF has the right to review the performance of the PI or grantee institutions based on, among other things, the criteria set forth in the Agreement, the grant application and budget, and the institution's governance.
- Misconduct by a grantee or institution receiving SBF support is contrary to the interests of the St. Baldrick's Foundation and its constituents, as well as the integrity of research and stewardship of donor funds. It is the responsibility of the institution to immediately report to SBF if it has a reasonable good faith basis to believe there has been Misconduct, and to report any Misconduct or change in the funded researcher's employment status with the institution, including administrative leave, which may occur during the term of any award that is pertinent related to the work described in the grant application. Failure to abide by the terms above, or any other SBF policies and procedures in connection to the application and/or grant, may result in SBF suspending grant funding or canceling the grant, to be decided by SBF in its sole discretion. If a grant is discontinued, the PI shall receive a 30-day written notice. Any funds unspent at the time the notice is issued shall be returned to SBF.
- Misconduct is defined as: Acts by the grantee, including its employees (to the extent the act relates to the employees employment) relating to any (i) fraud, embezzlement, theft, or other felonious conduct, (ii) willful or negligent acts damaging to the reputation of the Grantee, (iii) intentional violation of any law or regulation, (iv) conduct by the grantee and/or its employees involving moral turpitude, (v) failure to adhere to ethical research/medical standards, (vi) financial mismanagement, and/or (vii) loss of certification.
- Upon 15 days written notice, but no more than once every six months, the Director of Grants Administration or equivalent agrees to meet with the Foundation, if requested to discuss any concerns the Foundation may have with respect to use of grant funds or the Grantee's operations to discuss any allegations of Misconduct (as defined above) by the Grantee.
- Only Infrastructure grants are influenced by local St. Baldrick's participation. All other grants are funded based on scientific review.

Budget Guidance

- All budgets must be justified, meet the test of reasonableness, and be consistent with institutional policy.
- No institutional overhead or indirect funding is provided under the terms of the grant.
- Fringe is allowed for up to 30% of the salary requested on all grants.
- Fringe benefits are generally defined as medical and dental insurance, life insurance, and retirement benefits and are payable only for eligible participation in such programs.
- Overlap in funding is not permitted. St. Baldrick's policy on overlap applies to Scientific, Budget, and Commitment Overlap as defined by the NIH.
 - **Scientific Overlap:** Scientific overlap occurs when substantially the same research is proposed in more than one application or is submitted to two or more different funding sources for review and funding consideration; or when a specific research objective and the experimental design for accomplishing that objective are the same or closely related in two or more pending applications or awards, regardless of funding source.
 - **Budget Overlap:** Budgetary overlap occurs when duplicate or equivalent budgetary items (i.e., equipment, salary) are requested in an application but are already funded by another source.
 - **Commitment Overlap:** Commitment overlap occurs when any project-supported personnel has time commitments (i.e., percent effort) exceeding 100%, regardless of how the effort/salary is being supported or funded.
- Situations may occur when a PI has similar proposals pending with different agencies that, if all funded, will present overlap issues. If an overlap occurs before award is accepted, it must be addressed with the St. Baldrick's Foundation before the new award can be accepted and will be considered on a case-by-case basis.
- If overlap occurs during an award, all recipients must be forthright regarding their support and notify the foundation by emailing Grants@StBaldricks.org. Adjustments will be considered on a case-by-case basis.
- Reasonable travel costs are allowable (excluding Fellowship and Scholar awards, which are limited to salary/benefits).
- Publication and meeting-related poster printing costs are allowable (excluding Fellowship and Scholar awards, which are limited to salary/benefits).
- All equipment purchases must be included in the original budget; re-budgets for additional equipment will not be considered.
- Unused and remaining amounts of \$100 and over must be returned to the Foundation at the end of each grant year, unless an approved carry forward or No Cost Extension is on file.

Budget Guidance, continued

- All budgets and expenditure reports must be submitted in USD.
- Expenditure reports are expected to follow approved budgets. Any budget line item that changes more than 25% from approved budget to expenditure report (without an approved Carry Forward on file) will result in follow up from the Foundation for explanation. Explanations will be reviewed for approval.
- The Foundation does not provide funds for items such as:
 - o Secretarial/administrative salaries.
 - o Student tuition (tuition is allowable for *International Scholar* awards).
 - o Office and laboratory furniture.
 - o Office equipment and supplies.
 - o Recruiting and relocation expenses.
 - o Non-medical services to patients (travel to a clinical site or patient incentives are allowable expenses).
 - o Construction, renovation, or maintenance of buildings/laboratories.
 - o Professional association membership dues.
 - o Scientific publication subscriptions.

Specific Guidelines for Each Funding Type

Fellowships:	pages 12–16
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CONTACTS

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ProposalCENTRAL Customer Support

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For grants inquiries:

St. Baldrick's Foundation

Department of Grants Administration

Grants@StBaldricks.org

626.792.8247

“In order to be successful in academic medicine it is vital to have adequate financial support and dedicated research time, with both being difficult to obtain as a Pediatric Oncology Fellow. The St. Baldrick’s Fellow Grant provides me with both of these valuable resources.”

Corey Falcon, M.D., University of Alabama at Birmingham, 2017–2019 St. Baldrick’s Fellow

Fellowships

Note: New deadlines for 2018 and beyond! St. Baldrick’s Fellowships are granted for 3rd and 4th or 4th and 5th years of pediatric oncology research, with an opportunity for one (1) additional year of funding based upon need, significant accomplishment, and approved application.

FELLOWSHIP REQUIREMENTS/QUALIFICATIONS

- Institutions must be located in the United States.
- Institutions may submit only one (1) new fellowship application per year. (Concurrent fellows with different funding periods are allowed.)
- All awards will be payable to the Fellow’s academic institution, non-profit research institution, or laboratory.
- Applicants should hold an M.D. or D.O. degree by the date the grant becomes effective.
- Applicants must be employed by an academic or non-profit research institution or laboratory.
- Fellows must have completed at least two (2) years of fellowship training prior to becoming a St. Baldrick’s Fellow.
- Applicants may not hold an appointment of assistant professor or above.
- Award is for two (2) years of fellowship training, with a possible additional year of funding based upon the demonstration of need and significant accomplishment.
- Applicants must have a fellowship mentor who provides supervision, facilities, and research support at an American Board of Pediatrics approved fellowship program in Pediatric Hematology/Oncology.
- Applicants need not be American citizens; however, they must be associated with an American Board of Pediatrics approved fellowship program, or equivalent training.

See page 7 for additional requirements of all St. Baldrick’s funding recipients.

REVIEW AND SELECTION PROCESS

Each application is scientifically reviewed by qualified pediatric oncology research experts. Recommendations for funding are made to the St. Baldrick’s Foundation Board of Directors, which makes the final decisions. The total funds granted are determined based on the funds available and the scientific quality of the applications.

Fellowships, continued

Applicants selected for funding will be notified as soon as possible. Funding status shall be relayed through ProposalCENTRAL by mail or email. All rankings and evaluations are considered confidential.

Fellowships commence on July 1 with the funding period beginning July 1 and ending June 30.

Any questions following the notification of awards should be addressed in writing to:

Liz M. Jackson, Director of Grants Administration

Liz.Jackson@StBaldricks.org

626.792.8247, ext. 262

CONDITIONS OF AWARD

- Fellows will be awarded the normal PGY-level salary for their institution, capped at \$75,000 per year, with up to an additional 30% of the salary amount for fringe benefits. (Total yearly maximum is \$97,500.) All Fellow awards are to cover salary and benefits only.
- Fringe benefits are generally defined as medical and dental insurance, life insurance, and retirement benefits and are payable only for eligible participation in such programs. (Laboratory costs/equipment and travel are not considered fringe benefits.)
- Fellowship funding is limited to cover the Fellow's research time, not clinical time.
- If awarded, in July of the Fellows' 2nd year of funding, the St. Baldrick's Foundation Grants Administration staff will reach out to grantees with instructions on applying for the optional 3rd year of funding. Applications will be submitted via ProposalCENTRAL and reviewed for progress. Grantees can email Grants@StBaldricks.org for further questions about the optional 3rd year of funding.
- If a Fellow accepts a faculty appointment during the award period, the Fellow is able to maintain their current award, however they become ineligible to apply for the optional 3rd year Fellowship. The Fellow must notify the St. Baldrick's Foundation of the faculty appointment. Adjunct faculty (Instructors) are still eligible to apply for the 3rd year of funding.
- In the event of receiving overlapping funding, RO1, or K award funding, independent of the St. Baldrick's Fellowship award, after the LOI has been approved the Fellowship award can be re-budgeted for supplies or technical assistance, with approval by the St. Baldrick's Foundation. A budget justification should include detail regarding the use of such funds. The Fellow must notify the St. Baldrick's Foundation of the additional funding.
 - In the event the above happens in year 1-2 of the St. Baldrick's Fellowship, the Fellow will become ineligible to apply for the optional 3rd year of funding.
- If a Fellow accepts an appointment of Assistant Professor or above during the award period, the Fellow is able to maintain their current award, however they become ineligible to apply for the optional 3rd year Fellowship. The Fellow must notify the St. Baldrick's Foundation of the appointment.

See page 7 for additional conditions for all St. Baldrick's funding recipients.

Fellowships, continued

IDENTIFICATION

The title “St. Baldrick’s Foundation Fellow” as applicable shall be used in all printed and/or electronic publications during the period of the fellowship. (For named grants, the designated title must be used instead.) Identification with the Foundation shall also be made in any news released about the fellowship or the Fellow’s research project by the public relations department or its equivalent at the sponsoring institution.

TRANSFER

Requests for transfers by a Fellow to another institution while the fellowship is in effect will be considered on a case-by-case basis and will require justification of an urgent need for the transfer as well as written approvals. Continuation of funding at the new institution is contingent on prior written approval from the Foundation after its review of the written request. The Fellow must submit a request for transfer and appropriate documentation of justification accompanied by a letter of support from both the current and future mentor and a letter of support from the new institution at least forty-five (45) days prior to the date of transfer. Notification of approval or denial of the transfer shall be in writing.

LEAVE OF ABSENCE

If a fellowship is interrupted for any reason, written permission must be obtained from the Foundation if the fellowship is to be continued at a later date. Leaves of absence are limited to not more than one (1) year. In the event a fellowship is not completed due to incapacitating illness or death of the Fellow, the prorated, unexpended funds must be returned to the Foundation. Requests for a leave of absence from the Foundation should be submitted in writing thirty (30) days before the date of commencement for the leave of absence.

REINSTATEMENT OF FELLOWSHIPS

Funds will not be reinstated after the Foundation has received written notification from the Fellow detailing the intent to terminate a fellowship. Those wishing to resume funding may submit a new application, which will compete on an equal basis with all others during the subsequent funding cycle.

PROGRESS REPORTS

The Fellow must submit reports of his/her annual research progress online via ProposalCENTRAL by the dates specified in ProposalCENTRAL. In addition to the scientific report, this includes a lay report written for the general public. The progress report shall be accompanied by an evaluation report from the Mentor directly responsible for the Fellow’s work. A brief Interim Update verifying receipt of funds and usage is due after the first three (3) months of each grant year. These reports must be completed using the templates available on ProposalCENTRAL.

Progress reports that are more than thirty (30) days late will impact the Primary Investigator’s consideration and release of future awards. These reports shall be reviewed by the Foundation to evaluate the research progress of each Fellow. The Foundation reserves the right to terminate any fellowship if it determines that there has been inadequate research progress or a failure to adhere to the original proposal submitted with the application.

Fellowships, continued

PUBLICATIONS

The Fellow must submit any publications resulting from this funding online via ProposalCENTRAL prior to or within thirty (30) days of publication date.

FINAL REPORTS

Within thirty (30) days of the fellowship end, the Fellow shall submit a final progress report of the research conducted which shall include a recapitulation written by the Fellow, a lay report, as well as copies of all publications concerning the project. The final report should be accompanied by an evaluation report from the Mentor directly responsible for the Fellow's work. These reports must be submitted online via ProposalCENTRAL, using the templates provided. Receipt by the Foundation of a satisfactory final research report and a satisfactory final expenditure report will influence the Principal Investigator's ability to apply for future fellowship and grant awards.

The Foundation will continue to stay in touch with each Fellow to determine how Foundation funding has influenced his/her career and how it has contributed to finding a cure and/or better treatments for childhood cancer.

EXPENDITURE REPORTS

The Fellow must annually submit a report of expenditures, due within sixty (60) days of the end of each grant year. All expenditures are expected to follow the approved budget. Expenditure reports should separate the costs for each year and not be cumulative. (For a three-year award, the report for year three should only cover expenses in that year.) These reports must be submitted online via ProposalCENTRAL, and should include the Fellow name, reporting period, and breakdown of expenditures by budget categorical items.

HUMAN INVESTIGATION

All human subject research or research on human tissue which is supported by St. Baldrick's must comply with the regulations applicable to that supported by the National Institutes of Health. As part of the application, the applicant will be asked to submit documentation of approval of the study by his or her Institutional Review Board (IRB), along with the Institution's Human Subjects Assurance Number. Approval is not required at the application stage but will be required prior to issuing funds. If the grantee's research plan changes after the award to include human subjects or tissue, the grantee must submit proper documentation of IRB approval to St. Baldrick's.

BIOHAZARDS

As part of the application, the Fellow and institution shall submit an acknowledgment that potential biohazards are involved and provide an institutional statement of assurances regarding such potential biohazards and safeguards pertaining to this aspect of the research proposed in the application. Projects which do not involve biohazards must so state. The Foundation assumes no responsibility or liability for any such biohazard and shall be held harmless from the results of the use of any such biohazard.

Fellowships, continued

LABORATORY ANIMALS

The Foundation adheres to the most current guidelines applicable to the care and treatment of animals used in laboratory work as outlined by the National Institutes of Health. As part of the application, the Fellow must submit a statement that the institution meets and adheres to these policies. Failure to notify the Foundation of compliance with these guidelines or the improper use of laboratory animals may result in termination of the fellowship.

FELLOWSHIP APPLICATION AND AWARD TIMELINE

Letter of Intent due by:	July 13, 2018
Application submission deadline:	August 31, 2018
Award announcements by:	March 1, 2018
Fellowship begins:	July 1, 2018

CONTACTS

For help using the online application system:

ProposalCENTRAL Customer Support
pcsupport@altum.com
800.875.2562

For grants inquiries:

St. Baldrick's Foundation
Department of Grants Administration
Grants@StBaldricks.org
626.792.8247

“This fellowship put me under incredible mentors and really showed me how incredibly satisfying it can be to be a part of something that can change how we approach medicine for years to come... This summer was invaluable and has pushed my ambitions towards research in future work and all of the lessons I learned will help me to be far more successful in helping those around me as a clinician, researcher and as a person.”

Giles Knowles, Duke University, 2017 St. Baldrick's Summer Fellow

Summer Fellows

Application deadline: December 31, 2017

St. Baldrick's offers Summer Fellowship Awards, funding stipends for students to work in a pediatric oncology setting for a summer. The total award, paid to the institution, is \$5,000.

Applications for summer fellowships must be submitted by the mentor via email (please note award type in subject line of email). Mentors of interested students, please contact Grants@StBaldricks.org for more information on how to apply.

QUALIFICATIONS AND CONDITIONS

- Institutions must be located in the United States.
- Programs/institutions may submit only one (1) new Summer Fellow application per year. A program/institution is defined as an entity essentially operating under one management. For example, the pediatric program of the Fred Hutchinson Cancer Research Center and Seattle Children's Hospital is considered one program, as is the pediatric program of the Dana-Farber Cancer Institute and Children's Hospital. However, if an applicant from the University of Washington or Harvard Medical School or the Brigham and Women's Hospital was not affiliated with the Hutch/Seattle Children's or DFCI/Boston Children's pediatric programs respectively, they would be considered separate and therefore would be allowed to apply. Any questions or questionable situations will be reviewed by a subset of the Scientific Advisory Board of St. Baldrick's.
- A single program/institution may apply for the grant to cover up to two (2) summer Fellows, splitting up the available \$5,000 award; in such cases, information from both Fellows and mentors (if applicable) will be required.
- In situations with two (2) mentors, due to ProposalCENTRAL system limitations, one mentor will be the main contact on all award documentation.
- While the summer Fellow(s) does not have to be selected prior to applying, the mentor and research plan must already be in place.
- The mentor should currently be working in the field of pediatric oncology research.
- Summer Fellow(s) must be an undergraduate student, medical school student, graduate student, or resident.
- Summer Fellow(s) must not have been a past awardee.

Summer Fellows, continued

- No institutional overhead or indirect funding is allowed.
- The grant budget may include salary, stipend, supplies, and other direct costs related to the summer fellowship expenses. Grant funds cannot be used for tuition.
- All awards will be payable to the research institution (or to its foundation or funding arm) to administer for the purposes of this grant only.
- Summer Fellow(s) work must be completed within a year of the funds being awarded, or the funds must be returned.

See page 7 for additional requirements of all St. Baldrick's funding recipients.

FINAL REPORTS

Within thirty (30) days of the summer fellowship end date, the Fellow shall submit a final progress report, using the templates provided on ProposalCENTRAL.

The Foundation will continue to stay in touch with each Summer Fellow to determine how Foundation funding has influenced his/her career and how it has contributed to finding a cure and/or better treatments for childhood cancer.

PUBLICATIONS

The Fellow must submit any publications resulting from this funding online via ProposalCENTRAL prior to or within thirty (30) days of publication date.

EXPENDITURE REPORTS

The Principal Investigator must submit a report of expenditures, due within sixty (60) days of the grant end date. All expenditures are expected to follow the approved budget. This report must be submitted online via ProposalCENTRAL and should include the reporting period and breakdown of expenditures by budget categorical items.

“St. Baldrick’s continues to be absolutely vital to my research project. Additional to the financial support of St. Baldrick’s, just being the recipient of the grant prompted others to consider my research with seriousness. It can be challenging for a young investigator to find support for high-risk research projects. St. Baldrick’s gave me the privilege to engage in creative research and pursue a high-risk, potentially high-benefit, research initiative.”

Liora Schultz, M.D., Stanford University, 2016–2019 St. Baldrick’s Scholar

Scholar (Career Development) Awards

The Scholar (career development) Award is meant to help develop the independent research of highly qualified individuals still early in their careers. Recipients are called St. Baldrick’s Scholars. (Up to \$110,000/year, three-year minimum.)

SCHOLAR (CAREER DEVELOPMENT) AWARD REQUIREMENTS/QUALIFICATIONS

- Institutions must be located in the United States.
- Programs/institutions may submit only one (1) new Scholar Award application per year. (Concurrent Scholars with different funding periods are allowed.) A program/institution is defined as an entity essentially operating under one management. For example, the pediatric program of the Fred Hutchinson Cancer Research Center and Seattle Children’s Hospital is considered one program, as is the pediatric program of the Dana-Farber Cancer Institute and Children’s Hospital. However, if an applicant from the University of Washington or Harvard Medical School or the Brigham and Womans Hospital was not affiliated with the Hutch/Seattle Children’s or DFCI/ Boston Children’s pediatric programs respectively, they would be considered separate and therefore would be allowed to apply. Any questions or questionable situations will be reviewed by a subset of the Scientific Advisory Board of St. Baldrick’s.
- All awards will be payable to the Scholar’s academic institution, non-profit research institution, or laboratory.
- Applicants should hold a Ph.D., M.D., or D.O. degree in a field of research specialty by the date the award becomes effective.
- Applicants must be within the first seven (7) years of their initial independent full faculty appointment at the time the award begins.
- This is an early-career award. The Scholar award is intended to develop the independent pediatric cancer research careers of highly qualified investigators, not to support well-established or senior investigators.
- Scholars may receive funding from other sources to support their research. However, no other comparable or higher (monetary value) career development award may be held prior to or at the time the award begins. Scientific or budgetary overlap with other funded projects is not allowed.

Scholar (Career Development) Awards, continued

- In the event of comparable or higher (monetary value) career development funding after the LOI has been approved, the Scholar must give up the remainder of their St. Baldrick's award, unless otherwise approved by the St. Baldrick's Foundation.
- Applicants holding or awarded RO1s at the time of the LOI are not eligible to apply. Applicants cannot hold a NIH K-award at the time that they apply (institutional K12 funding is allowable). See "Conditions of Award" below regarding other awards received after the LOI is approved.
- Applicants must have an appropriate Sponsor who provides supervision, facilities, and research support. If appropriate for the project, applicants may have more than one (1) Sponsor.
- Applicants need not be American citizens; however, they must work at an academic, medical, or research institution within the United States.
- Research projects must have direct applicability and relevance to pediatric cancer. They may be in any discipline of basic, clinical, translational, or epidemiological research.
- This award is granted for three years with an opportunity to apply for an additional two years of funding based upon the demonstration of significant accomplishment. (Years 4-5, if funded, will be up to \$115,000/year).

See page 7 for additional requirements of all St. Baldrick's funding recipients.

REVIEW AND SELECTION PROCESS

Each application is scientifically reviewed by qualified pediatric oncology research experts. Recommendations for funding are made to the St. Baldrick's Foundation Board of Directors for final decisions. The total funds granted are determined based on the funds available and the scientific quality of the applications.

Applicants selected for funding will be notified as soon as possible. Funding status shall be relayed through ProposalCENTRAL by mail or email. All rankings and evaluations are considered confidential.

Scholar awards are for a three-year period, beginning July 1.

Any questions following the notification of awards should be addressed in writing to:

Liz M. Jackson, Director of Grants Administration
Liz.Jackson@StBaldricks.org
 626.792.8247, ext. 262

CONDITIONS OF AWARD

- Funding for years 1-3 will be up to \$110,000 per year (up to \$115,000 per year for years 4-5), to be used entirely for the Scholar's salary at the applicant institution, including up to 30% of the salary amount for fringe benefits.
- The Scholar must devote no less than 40% effort to the funded project.
- Adjustments to the budget and percent of Scholar's time required may be possible, upon Foundation approval, if other awards are received after the award start date. Re-budget requests must be submitted to the foundation in writing within ninety (90) days of notification of the new award.

Scholar (Career Development) Awards, continued

- In the event of either overlapping funding, or R01 funding, or K award funding, independent of the St. Baldrick’s Scholar award, after the LOI has been approved, the Scholar award will be reduced to \$50,000, which can be budgeted for supplies or technical assistance. A budget justification should include detail regarding the use of such funds. In the event of either overlapping funding, or R01 funding, or K award funding after the award check has been issued to the institution, the Scholar will be able to convert up to \$50,000 for supplies or technical assistance. The remaining portion of the award shall be returned to the Foundation.
 - In the event the above happens in year 1–3 of the St. Baldrick’s Scholar award, the Scholar is not eligible to apply for the two additional years of funding.
 - In the event the above happens in the first year of additional funding, the Scholar is not eligible to apply for the final additional year.
- Fringe benefits (maximum 30% of salary) are generally defined as medical and dental insurance, life insurance, and retirement benefits and are payable only for eligible participation in such programs.
- Expenditures for laboratory costs/equipment and travel are not considered fringe benefits.
- No institutional overhead or indirect funding is provided under the terms of the grant.
- If awarded, in January of the Scholars’ 3rd year of funding, the St. Baldrick’s Foundation Grants Administration staff will reach out to grantees with instructions on applying for 1–2 years of extended funding. Applications will be submitted via ProposalCENTRAL and reviewed for progress. Grantees can email Grants@StBaldricks.org for further questions about extended funding.

See page 7 for additional requirements of all St. Baldrick’s funding recipients.

IDENTIFICATION

The title “St. Baldrick’s Foundation Scholar” as applicable shall be used in all printed and/or electronic publications during the period of the award. (For named grants, the designated title must be used instead.) Identification with the Foundation shall also be made in any news released about the Scholar or the Scholar’s research project by the public relations department or its equivalent at the sponsoring institution.

TRANSFER

Requests for transfers by a Scholar to another institution while the award is in effect will be considered on a case-by-case basis and will require justification of an urgent need for the transfer as well as written approvals. Continuation of funding at the new institution is contingent on prior written approval from the Foundation after its review of the written request. The Scholar must submit a request for transfer and appropriate documentation of justification accompanied by a letter of support from both the current and future sponsor and a letter of support from the new institution at least forty-five (45) days prior to the date of transfer. Notification of approval or denial of the transfer shall be in writing.

LEAVE OF ABSENCE

If the Scholar's funding period is interrupted for any reason, written permission must be obtained from the Foundation if the Scholar's term is to be continued at a later date. Leaves of absence are limited to not more than one year. In the event a Scholar's term is not completed due to incapacitating illness or death, the prorated, unexpended funds must be returned to the Foundation. Requests for a leave of absence from the Foundation should be submitted in writing thirty (30) days before the date of commencement for the leave of absence.

REINSTATEMENT OF AWARD

Funds will not be reinstated after the Foundation has received notification in writing from the Scholar of the intent to terminate research. Those wishing to resume funding are welcome to submit a new application, which will compete on an equal basis with all others during the subsequent funding cycle.

PROGRESS REPORTS

The Scholar must submit reports of his/her annual research progress online via ProposalCENTRAL by the dates specified in ProposalCENTRAL. In addition to the scientific report, this includes a lay report written for the general public. The progress report shall be accompanied by an evaluation report from the Sponsor directly responsible for the Scholar's work. A brief Interim Update verifying receipt of funds and usage is due after the first three (3) months of each grant year. These reports must be completed using the templates available on ProposalCENTRAL.

Progress reports that are more than thirty (30) days late will impact the Primary Investigator's consideration and release of future awards. These reports shall be reviewed by the Foundation to evaluate the research progress of each Scholar. The Foundation reserves the right to terminate any award if it determines that there has been inadequate research progress or a failure to adhere to the original proposal submitted with the application.

PUBLICATIONS

The Scholar must submit publications related to this funding online via ProposalCENTRAL prior to or within thirty (30) days of publication date.

FINAL REPORTS

Within thirty (30) days of the Scholar Award's end, the Scholar shall submit a recapitulation written by the Scholar, a lay report, as well as copies of all publications concerning the project. The final report should cover the entire grant period. Again, a report of the research project must be included for the lay public. The final report should be accompanied by an evaluation report from the Sponsor providing supervision for the Scholar's work. Receipt by the Foundation of a satisfactory final research report and a satisfactory final expenditure report will determine the Scholar's ability to apply for future awards. Reports are submitted online via ProposalCENTRAL, using the templates provided.

The Foundation will continue to stay in touch with each Scholar to determine how Foundation funding has influenced his/her career and how it has contributed to finding a cure and/or better treatments for childhood cancer.

EXPENDITURE REPORTS

The Scholar must annually submit a report of expenditures, due within sixty (60) days of the end of each grant year. All expenditures are expected to follow the approved budget. Expenditure reports should separate the costs for each year and not be cumulative. (For a three-year award, the report for year three should only cover expenses in that year.) These reports must be submitted online via ProposalCENTRAL and should include the Scholar name, reporting period, and breakdown of expenditures by budget categorical items.

HUMAN INVESTIGATION

All human subject research or research on human tissue which is supported by St. Baldrick's must comply with the regulations applicable to that supported by the National Institutes of Health. As part of the application, the applicant will be asked to submit documentation of approval of the study by his or her Institutional Review Board, along with the Institution's Human Subjects Assurance Number. Approval is not required at the application stage but will be required prior to issuing funds. If the grantee's research plan changes after the award to include human subjects or tissue, the grantee must submit proper documentation of IRB approval to St. Baldrick's.

BIOHAZARDS

The Scholar Award applicant and institution shall submit an acknowledgment during the application process that potential biohazards are involved and provide an institutional statement of assurances regarding such potential biohazards and safeguards pertaining to this aspect of the research proposed in the Application to the Foundation. Projects which do not involve biohazards must so state.

The Foundation assumes no responsibility or liability for any such biohazard and shall be held harmless from the results of the use of any such biohazard.

LABORATORY ANIMALS

The Foundation adheres to the most current guidelines applicable to the care and treatment of animals used in laboratory work as outlined by the National Institutes of Health. During the application process, the applicant must submit a statement that the sponsoring institution meets and adheres to these policies. Failure to notify the Foundation of compliance with these guidelines or the improper use of laboratory animals may result in termination of the award.

SCHOLAR (CAREER DEVELOPMENT) AWARDS APPLICATION AND AWARD TIMELINE

Letter of Intent due by:	January 31, 2018
Application submission deadline:	March 30, 2018
Award announcements by:	Before June 30
Award period begins:	July 1, 2018

CONTACTS

For help using the online application system:

ProposalCENTRAL Customer Support
pcsupport@altum.com
800.875.2562

For grants inquiries:

St. Baldrick's Foundation
Department of Grants Administration
Grants@StBaldricks.org
626.792.8247

“I am very grateful to the St Baldrick’s community for your generosity in providing a big opportunity for me and the Children of Africa in the fight against cancer. The St. Baldrick’s Foundation is championing the health of the world’s children, irrespective of residence or country of birth.”

Peter Wasswa, M.D., Baylor College of Medicine, 2015–2018 St. Baldrick's International Scholar

International Scholars

This three (3) year award, with an option for two (2) additional years based on progress, is to train researchers from low- and middle- income countries (as classified by the World Bank) to prepare them to fill specific stated needs in an area of childhood cancer research upon returning to their country of origin. Recipients are called St. Baldrick’s International Scholars. (Up to \$110,000/year, three-year minimum.)

INTERNATIONAL SCHOLAR AWARD REQUIREMENTS/QUALIFICATIONS

- The sponsoring institution must be included in the World Bank Classification as a High Income country (e.g. the United States, Canada, United Kingdom, etc.). The sponsoring institution is the institution at which the individual will be obtaining their training.
- Sponsoring programs/institutions may submit only one new International Scholar Award application per year. (Concurrent International Scholars with different funding periods are allowed.) A program/institution is defined as an entity essentially operating under one management. For example, the pediatric program of the Fred Hutchinson Cancer Research Center and Seattle Children’s Hospital is considered one program, as is the pediatric program of the Dana-Farber Cancer Institute and Children’s Hospital. However, if an applicant from the University of Washington or Harvard Medical School or the Brigham and Women’s Hospital was not affiliated with the Hutch/Seattle Children’s or DFCI/Boston Children’s pediatric programs respectively, they would be considered separate and therefore would be allowed to apply. Any questions or questionable situations will be reviewed by a subset of the Scientific Advisory Board of St. Baldrick’s.
- Eligible countries of origin for the researcher are those included in the World Bank Classification as Low, Lower-Middle, and Upper-Middle income countries.
- Only one International Scholar will be considered for funding from the same participating low or middle-income country institution of origin.
- During years 1–3, a minimum of 50% of the Scholar’s time is required to include training and research at the sponsoring institution.
- Years 1–3 of the award will be payable to the Scholar’s sponsoring institution(s), nonprofit research institution(s), or laboratory(ies). If appropriate, the sponsoring institution can issue sub-awards for the Scholar’s research activities occurring at the institution of origin during years 1–3. (Years 4–5, if funded, may be paid to the International Scholar’s institution of origin; see Conditions of Award below).

International Scholars, continued

- Applicants should hold a Ph.D., M.D., D.O., or international equivalent degree by the date the award becomes effective.
- Applicants must be early-career and possibly hold a junior faculty-level position at an academic or non-profit research institution or laboratory and must have held such a position for no longer than five years at the time of the application deadline. (Year 4–5 funding will require a guaranteed faculty position at the institution of origin.)
- Awardees will need to obtain appropriate work authorization to complete their project and return to their country of origin following completion of their training. Work authorization costs are not allowable expenses.
- Applicants must have completed a pediatric oncology fellowship or two (2) years of equivalent training.
- Applications must be submitted by the sponsoring institution, with a letter of concurrence and support from the institution of origin.
- Applicants must have a pediatric oncology-related research project. Applicants will need to demonstrate the specific pediatric oncology research need of the institution in their country of origin and how this training will meet that need. The research proposal will need to be integrated within the broader context of advancing care and building capacity in the institution of origin.
- Applicants must have a Sponsor (Faculty Mentor) who provides supervision, facilities, and research support from a Pediatric Hematology/Oncology Program at the sponsoring institution.
- Applications that do not include a research proposal will not be accepted.
- The research proposal must include 2–3 years of training at the sponsoring institution, as well as the implementation of a carefully constructed research project at the institution of origin (see below).
- Applicants must commit to return to their country of origin upon completion of the training period at the sponsoring institution. A letter of support from the Institution of Origin is required.
- Selection criteria will include the scientific merit of the research proposal, scientific quality and impact of proposed training, the potential for the Scholar to continue training other investigators in their country of origin, and the commitment of the scholar's institution of origin to develop and continue the research program in order to increase the chances of long-term success.

See page 7 for additional requirements of all St. Baldrick's funding recipients.

REVIEW AND SELECTION PROCESS

Each application is scientifically reviewed by qualified pediatric oncology researchers with expertise in international projects. Recommendations for funding are made to the St. Baldrick's Foundation Board of Directors, which makes the final decisions. The total funds granted are determined based on the funds available and the scientific quality of the applications.

Applicants selected for funding will be notified as soon as possible. Funding status shall be relayed through ProposalCENTRAL by mail or email. All rankings and evaluations are considered confidential.

Any questions following the notification of awards should be addressed in writing to:

Liz M. Jackson, Director of Grants Administration

Liz.Jackson@StBaldricks.org

626.792.8247, ext. 262

International Scholars, continued

CONDITIONS OF AWARD

- This award is granted for three (3) years with an opportunity to apply for an additional two (2) years of funding based upon the demonstration of significant progress.
- Funding for years 1-3 will be a maximum amount of \$110,000/year and may be used for the salary and benefits (competitive salary for the sponsoring institution), tuition, research support, and/or equipment for subsequent years, and, if applicable, justified travel.
- Fringe benefits are limited to up to 30% of the salary amount and generally defined as medical and dental insurance, life insurance, and retirement benefits and are payable only for eligible participation in such programs.
- Expenditures for laboratory costs/equipment and travel are not considered fringe benefits.
- If awarded, in January of the International Scholars' 3rd year of funding, the St. Baldrick's Foundation Grants Administration staff will reach out to grantees with instructions on applying for 1-2 years of extended funding (year 4-5). Applications will be submitted via ProposalCENTRAL and reviewed for progress. Grantees can email Grants@StBaldricks.org for further questions about extended funding.
- Years 4-5, if funded, will be a maximum amount of \$115,000/year. Year 4-5 costs are limited to up to 50% of the Scholar's salary, research related support and/or equipment, and attendance at international research meetings. (International Scholar travel to attend scientific meetings and workshops that the sponsor determines to be necessary for the individual's research training and career development experience is an allowable Scholar expense.) Years 4-5 may be paid to the International Scholar's institution of origin.
- A portion of the funding for years 4-5 may be budgeted to ensure the program's success after the Scholar's training is complete to provide the Scholar's institution of origin the necessary resources to continue the work and pass the training on to others there (see above).
- No institutional overhead or indirect funding is provided under the terms of the grant.

See page 7 for additional requirements of all St. Baldrick's funding recipients.

IDENTIFICATION

The title "St. Baldrick's Foundation International Scholar" as applicable shall be used in all printed and/or electronic publications during the period of the award. Identification with the Foundation shall also be in any news released about the International Scholar's research project by the public relations department or its equivalent at the sponsoring institution.

TRANSFER

Requests for transfers by an International Scholar to another institution while the award is in effect will be considered on a case-by-case basis and will require justification of an urgent need for the transfer as well as written approvals. Continuation of funding at the new institution is contingent on prior written approval from the Foundation after its review of the written request. The International Scholar must submit a request for transfer and appropriate documentation of justification accompanied by a letter of support from both the current and future sponsor, a letter of support from the new sponsoring institution, and a letter of support from the institution of origin at least forty-five (45) days prior to the date of transfer. Notification of approval or denial of the transfer shall be in writing.

LEAVE OF ABSENCE

If the International Scholar's funding period is interrupted for any reason, written permission must be obtained from the Foundation if the International Scholar's term is to be continued at a later date. Leaves of absence are limited to not more than one (1) year. In the event an International Scholar's term is not completed due to incapacitating illness or death, the prorated, unexpended funds must be returned to the Foundation. Requests for a leave of absence from the Foundation should be submitted in writing thirty (30) days before the date of commencement for the leave of absence.

REINSTATEMENT OF AWARD

Funds will not be reinstated after the Foundation has received notification in writing from the International Scholar of the intent to terminate research. Those wishing to resume funding are welcome to submit a new application, which will compete on an equal basis with all others during the subsequent funding cycle.

PROGRESS REPORTS

The International Scholar must submit reports of his/her annual research progress online via ProposalCENTRAL by the dates specified in ProposalCENTRAL. In addition to the scientific report, this includes a lay report written for the general public. The progress report shall be accompanied by an evaluation report from the Sponsor directly responsible for the International Scholar's work. A brief Interim Update verifying receipt of funds and usage is due after the first three (3) months of each grant year. These reports must be completed using the templates available on ProposalCENTRAL.

Progress reports that are more than thirty (30) days late will impact the Primary Investigator's consideration and release of future awards. These reports shall be reviewed by the Foundation to evaluate the research progress of each International Scholar. The Foundation reserves the right to terminate any award if it determines that there has been inadequate research progress or a failure to adhere to the original proposal submitted with the application.

PUBLICATIONS

Publications must be submitted online at ProposalCENTRAL prior to or within thirty (30) days of publication date.

FINAL REPORTS

Within thirty (30) days of the International Scholar Award's end, the International Scholar shall submit a recapitulation written by the Scholar, a lay report, as well as copies of all publications concerning the project. Again, a report of the research project must be included for the lay public. The final report should be accompanied by an evaluation report from the Sponsor providing supervision for the International Scholar's work. Receipt by the Foundation of a satisfactory final research report and a satisfactory final accounting report will determine the Principal Investigator's ability to apply for future awards. Reports are submitted online via ProposalCENTRAL, using the templates provided.

The Foundation will continue to stay in touch with each International Scholar to determine how Foundation funding has influenced his/her career and how it has contributed to finding a cure and/or better treatments for childhood cancer.

EXPENDITURE REPORTS

The International Scholar must annually submit a report of expenditures, due within sixty (60) days of the end of each grant year. All expenditures are expected to follow the approved budget. Expenditure reports should separate the costs for each year and not be cumulative. (For a three-year award, the report for year three should only cover expenses in that year.) These reports must be submitted online via ProposalCENTRAL and should include the International Scholar name, reporting period, and breakdown of expenditures by budget categorical items.

HUMAN INVESTIGATION

All human subject research or research on human tissue which is supported by St. Baldrick's must comply with the regulations applicable to that supported by the National Institutes of Health. As part of the application, the applicant will be asked to submit documentation of approval of the study by his or her Institutional Review Board, along with the Institution's Human Subjects Assurance Number. Approval is not required at the application stage but will be required prior to issuing funds. If the grantee's research plan changes after the award to include human subjects or tissue, the grantee must submit proper documentation of IRB approval to St. Baldrick's.

BIOHAZARDS

The Scholar Award applicant and sponsoring institution shall submit an acknowledgment during the application process that potential biohazards are involved and provide an institutional statement of assurances regarding such potential biohazards and safeguards pertaining to this aspect of the research proposed in the Application to the Foundation. Projects which do not involve biohazards, must so state.

The Foundation assumes no responsibility or liability for any such biohazard and shall be held harmless from the results of the use of any such biohazard.

LABORATORY ANIMALS

The Foundation adheres to the most current guidelines applicable to the care and treatment of animals used in laboratory work as outlined by the National Institutes of Health. During the application process, the applicant must submit a statement that the sponsoring institution meets and adheres to these policies. Failure to notify the Foundation of compliance with these guidelines or the improper use of laboratory animals may result in termination of the award.

INTERNATIONAL SCHOLAR AWARD APPLICATION AND AWARD TIMELINE

Letter of Intent due by:	January 31, 2018
Application submission deadline:	March 30, 2018
Award announcements by:	Before June 30
Award period begins:	July 1, 2018

CONTACTS

For help using the online application system:

ProposalCENTRAL Customer Support
pcsupport@altum.com
800.875.2562

For grants inquiries:

St. Baldrick's Foundation
Department of Grants Administration
Grants@StBaldricks.org
626.792.8247

“As government research support gets more and more scarce, foundations such as St. Baldrick’s are critical to keep the momentum of investigations like ours moving forward.”

Paul Jedlicka, M.D., Ph.D., University of Colorado, Denver, 2015–2018 St. Baldrick’s Research Grant

Research Grants

These grants are for specific one-year research projects which are hypothesis driven and may be either laboratory, clinical, or epidemiological in nature. (Please submit a realistic budget for the project. Average grant will be \$100,000 or less; exceptions may be made with satisfactory documentation.)

“With increasing competition for diminishing research dollars St. Baldrick’s offers a unique opportunity for researchers like myself to make discoveries that can move the science forward and better align us to compete for Federal funding in the future.”

Kathy Ruble, C.R.N.P., Ph.D., John Hopkins University, 2017 St. Baldrick’s Supportive Care Research Grant

Supportive Care Research Grants

These grants are for specific one-year research projects which are hypothesis-driven and focus on areas related to the supportive care of children and adolescents with cancer. Applications are accepted from Ph.D., D.N.P., M.D./D.O. holders. Examples include but are not limited to: studies related to symptom clusters, patient-reported outcomes or quality of life, health communication, health promotion, and psychosocial support across the trajectory from diagnosis to survivorship or end-of-life care. (Please submit a realistic budget for the project. Average grant will be \$50,000 or less.)

PLEASE SEE BELOW FOR THE TWO FUNDING TYPES ABOVE.

QUALIFICATIONS AND CONDITIONS

- The lead institution on the proposal must be located in the United States.
- Each program/institution is eligible to submit two (2) LOI/applications in the Research Grant category only.
- For all other categories, one (1) LOI/application may be submitted.
- It is possible for a program/institution to receive funding in more than one category.
- A program/institution is defined as an entity essentially operating under one management. For example, the pediatric program of the Fred Hutchinson Cancer Research Center and Seattle Children’s Hospital is considered one program, as is the pediatric program of the Dana-Farber Cancer Institute and Children’s Hospital. However, if an applicant from the University of Washington or Harvard Medical School or the Brigham and Womans Hospital was not affiliated with the Hutch/Seattle Children’s or DFCI/Boston Children’s pediatric programs respectively, they would be considered separate and therefore would be allowed to apply. Any questions or questionable situations will be reviewed by a subset of the Scientific Advisory Board of St. Baldrick’s.

Research Grants, continued

- Research Grant applicants should hold at least an M.D./D.O. or Ph.D. degree by the date the award becomes effective.
- Supportive Care Research Grant applicants should hold at least a Ph.D., D.N.P., M.D./D.O. degree, and Ph.D. nurses are encouraged to apply, by the date the award becomes effective.
- All awards will be payable to the research institution (or to its foundation or funding arm) to administer for the purposes of this grant only.
- No institutional overhead or indirect funding is allowed.

See page 7 for additional requirements of all St. Baldrick's funding recipients.

IDENTIFICATION

The St. Baldrick's Foundation shall be identified as a funding source in all printed and/or electronic publications regarding the research project. Identification with the Foundation shall also be made in any news released pertaining to the research project by the public relations department or its equivalent at the sponsoring institution.

PROGRESS REPORTS

Grant recipients must submit reports of his/her annual research progress online via ProposalCENTRAL by the dates specified in ProposalCENTRAL, using the template provided. This report includes a report written for the lay public. The grant recipient shall forward copies of all publications concerning the research funded by the grant, both during and after the grant period. A brief Interim Update verifying receipt of funds and usage is due after the first three (3) months of each grant year. These reports must be completed using the templates available on ProposalCENTRAL.

Progress reports that are more than thirty (30) days late will impact the Primary Investigator's consideration and release of future awards.

PUBLICATIONS

Grant recipients must submit publications online via ProposalCENTRAL prior to or within thirty (30) days of publication date.

EXPENDITURE REPORTS

The Principal Investigator must annually submit a report of expenditures, due within sixty (60) days of the end of each grant year. All expenditures are expected to follow the approved budget. Expenditure reports should separate the costs for each year and not be cumulative. (For a three-year award, the report for year three should only cover expenses in that year.) These reports must be submitted online via ProposalCENTRAL and should include the PI name, reporting period, and breakdown of expenditures by budget categorical items.

TRANSFER

Requests for transfers by a researcher to another institution while the research grant is in effect will be considered on a case-by-case basis and will require justification of an urgent need for the transfer as well as written approvals. Continuation of funding at the new institution is contingent on prior written approval from the Foundation after its review of the written request. The researcher must submit a request for transfer and appropriate documentation of justification accompanied by a letter of support from the new institution at least forty-five (45) days prior to the date of transfer. Notification of approval or denial of the transfer shall be in writing.

HUMAN INVESTIGATION

All human subject research or research on human tissue which is supported by St. Baldrick's must comply with the regulations applicable to that supported by the National Institutes of Health. As part of the application, the applicant will be asked to submit documentation of approval of the study by his or her Institutional Review Board, along with the Institution's Human Subjects Assurance Number. Approval is not required at the application stage but will be required prior to issuing funds. If the grantee's research plan changes after the award to include human subjects or tissue, the grantee must submit proper documentation of IRB approval to St. Baldrick's.

BIOHAZARDS

During the application process, the institution shall submit an acknowledgment of potential biohazards involved and provide an institutional statement of assurances regarding potential biohazards and safeguards pertaining to this aspect of the research proposed in the application to the Foundation. Projects which do not involve biohazards must so state. The St. Baldrick's Foundation assumes no responsibility or liability for any such biohazard and shall be held harmless from the results of the use of any such biohazard.

LABORATORY ANIMALS

The Foundation adheres to the most current guidelines applicable to the care and treatment of animals used in laboratory work as outlined by the National Institutes of Health. Prior to award of the grant, the institution must submit a statement that the institution meets and adheres to these policies. Failure to notify the St. Baldrick's Foundation of compliance with these guidelines or the use of laboratory animals may result in termination of the grant.

REVIEW AND SELECTION PROCESS

Each application is scientifically reviewed by qualified pediatric oncology research experts. Recommendations for funding are made to the St. Baldrick's Foundation Board of Directors, which makes the final decisions. The total funds granted are determined based on the funds available and the scientific quality of the applications.

Applicants selected for funding will be notified as soon as possible. Funding status shall be relayed through ProposalCENTRAL by mail or email. All rankings and evaluations are considered confidential.

Any questions following the notification of awards should be addressed in writing to:

Liz M. Jackson, Director of Grants Administration
Liz.Jackson@StBaldricks.org
626.792.8247, ext. 262

Research Grants, continued

GRANT APPLICATION AND AWARD TIMELINE

Letter of Intent due by:	January 31, 2018
Application submission deadline:	March 30, 2018
Grant announcements by:	Before June 30
Grant period begins:	July 1, 2018

CONTACTS

For help using the online application system:

ProposalCENTRAL Customer Support
pcsupport@altum.com
800.875.2562

For grants inquiries:

St. Baldrick's Foundation
Department of Grants Administration
Grants@StBaldricks.org
626.792.8247

“This grant makes a significant difference in our ability to enroll as many children as possible in live saving cancer research trials. These trials impact pediatric cancer care and can potentially impact children for years to come.”

John Hill, M.D., Ph.D., HSHS, St. Vincent Hospital, 2016 St. Baldrick’s Infrastructure Grant

Infrastructure Grants

Fall cycle, Letter of Intent due by July 13, 2018; application due by August 31, 2018.

AWARD REQUIREMENTS/QUALIFICATIONS

- Institutions must be located in the United States.
- These grants are intended for institutions with the potential to participate significantly more in childhood cancer clinical trials, but which are smaller or have barriers to greater participation due to a lack of resources.
- Infrastructure grants are designed to provide an infusion of funds to enable an institution to acquire the personnel (i.e., a clinical research associate) or resources it needs to reach its potential in broader clinical trial participation. The applicant should indicate how ongoing personnel costs will be funded in future years.
- Grants average \$50,000; exceptions may be made for proposals with budgets documenting a need for more.
- Preference is given to institutions with high needs and low philanthropic support in areas where St. Baldrick’s funds are raised, especially with institutional involvement.
- Preference is given to institutions that serve populations which have limited access to participation in clinical trials.
- Preference is given to institutions which have not received other SBF funding for at least one (1) year.
- St. Baldrick’s participation is one factor that influences funding decisions for this grant category only. Participation may include speaking at an event or to the media on behalf of St. Baldrick’s, helping identify volunteers or families of kids with cancer to honor, hosting a group of volunteers to learn more about the cause, participating in your favorite activity to raise funds for pediatric cancer research (i.e. running, walking, climbing a mountain, hosting another event, etc.), head-shaving, and more.

See page 7 for additional requirements of all St. Baldrick’s funding recipients.

REVIEW AND SELECTION PROCESS

The St. Baldrick's Foundation will review applications received by the due date. Review factors include the need of the institution and local patient population, expected results of the grant, and local participation in St. Baldrick's events. The number of awards is determined based on the funds available. The St. Baldrick's Foundation Board of Directors will make all final decisions.

Applicants selected for funding will be notified as soon as possible after selection. Grant rankings are confidential.

Any questions following the notification of awards should be addressed in writing to:

Liz M. Jackson, Director of Grants Administration

Liz.Jackson@StBaldricks.org

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CONDITIONS OF THE AWARD

- All awards will be payable to the research institution (or to its foundation or funding arm) to administer for the purposes of this grant only.
- No institutional overhead or indirect funding is allowed.
- Up to 30% of the salary amounts can be budgeted for fringe benefits.
- Fringe benefits are generally defined as medical and dental insurance, life insurance, and retirement benefits and are payable only for eligible participation in such programs.
- St. Baldrick's Foundation funds may not be used for human embryonic stem cell research.
- Applicants must be at Children's Oncology Group Institutions in the U.S. (Exceptions may be made for institutions applying for COG membership.)
- The grant recipient will include a year-round link to the St. Baldrick's website (StBaldricks.org) where appropriate and will announce the grant in newsletters or other publications as appropriate.
- The grant recipient will work with the Foundation to coordinate the issue of a joint press release to announce the grant. This may be done at a small event at the institution with key St. Baldrick's volunteers, donors, and media invited. This is an opportunity to showcase your work on behalf of children with cancer to the St. Baldrick's community, thus generating more support for both the institution and St. Baldrick's.
- Grant recipients will become familiar with the St. Baldrick's Foundation and be prepared to speak to others about its work, as appropriate.

See page 7 for additional requirements of all St. Baldrick's funding recipients.

IDENTIFICATION

The St. Baldrick's Foundation shall be identified as a funding source in all appropriate printed and/or electronic publications.

PROGRESS REPORTS

Grant recipients must submit reports of his/her research progress online via ProposalCENTRAL by the dates specified in ProposalCENTRAL, using the template provided. The report will detail funds expended to date, plans for any unspent funds, and a summary of accomplishments with this grant. Included will be a brief lay report of the importance of the grant to the institution and to childhood cancer research. The grant recipient shall forward copies of all publications concerning this grant, both during and after the grant period. A brief Interim Update verifying receipt of funds and usage is due after the first three (3) months of the grant. These reports must be completed using the templates available on ProposalCENTRAL.

Progress reports that are more than thirty (30) days late will impact the Primary Investigator's consideration and release of future awards.

PUBLICATIONS

Grant recipients must submit publications online via ProposalCENTRAL prior to or within thirty (30) days of publication date.

EXPENDITURE REPORTS

The Principal Investigator must annually submit a report of expenditures, due within sixty (60) days of the grant end date. All expenditures are expected to follow the approved budget. This report must be submitted online via ProposalCENTRAL and should include the reporting period and breakdown of expenditures by budget categorical items.

HUMAN INVESTIGATION

All human subject research or research on human tissue which is supported by St. Baldrick's must comply with the regulations applicable to that supported by the National Institutes of Health. As part of the application, the applicant will be asked to submit documentation of approval of the study by his or her Institutional Review Board, along with the Institution's Human Subjects Assurance Number. Approval is not required at the application stage but will be required prior to issuing funds. If the grantee's research plan changes after the award to include human subjects or tissue, the grantee must submit proper documentation of IRB approval to St. Baldrick's.

BIOHAZARDS

During the application process, the institution shall submit an acknowledgment if potential biohazards are involved and provide an institutional statement of assurances regarding such potential biohazards and safeguards pertaining to this aspect of the project proposed in the application to the Foundation. Projects which do not involve biohazards must so state. The St. Baldrick's Foundation assumes no responsibility or liability for any such biohazard and shall be held harmless from the results of the use of any such biohazard.

LABORATORY ANIMALS

The Foundation adheres to the most current guidelines applicable to the care and treatment of animals used in laboratory work as outlined by the National Institutes of Health. During the application process, the institution must submit a statement that the institution meets and adheres to these policies. Failure to notify the St. Baldrick's Foundation of compliance with these guidelines or the use of laboratory animals may result in termination of the grant.

GRANT APPLICATION AND AWARD TIMELINE

Letter of Intent deadline:	July 13, 2018
Application submission deadline:	August 31, 2018
Award announcements by:	November 30, 2018
Award period begins:	December 1, 2018 or January 1, 2019 (applicant's choice)

CONTACTS

For help using the online application system:

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Award Opportunities Outside of Spring and Fall Cycles

ROBERT J. ARCECI INNOVATION AWARD

Nominations due by February 28, 2018

Funding given in honor of the late Dr. Robert J. Arceci. A pioneer in the field, these awards reflect Dr. Arceci's values including creativity, collaboration and commitment to early- to mid-career scientists. This opportunity is open to applicants from the United States and Canada. This award is \$250,000/year for three (3) years. One (1) award will be granted each year.

ROBERT J. ARCECI INTERNATIONAL INNOVATION AWARD

Nominations due by July 13, 2018

Funding given in honor of the late Dr. Robert J. Arceci. A pioneer in the field, these awards reflect Dr. Arceci's values including creativity, collaboration and commitment to early- to mid-career scientists. This opportunity is open to applicants outside of the United States and Canada. This award is \$250,000/year for three (3) years. One (1) award will be granted each year.

Using ProposalCENTRAL

The St. Baldrick's Foundation uses ProposalCENTRAL (proposalcentral.altum.com) for electronic submission of all LOIs and Full Applications. Fax, email, or hard copy submissions will not be accepted. See "Prepare and Submit a Proposal" at proposalcentral.altum.com/docs/CreateApp.pdf for more information.

REGISTRATION

First-time users must register and fill out a Professional Profile in ProposalCENTRAL to begin the LOI/Application process (see "Registering and Completing Your Professional Profile" at proposalcentral.altum.com/docs/RegUser.pdf for more information).

SUBMITTING THE LOI/APPLICATION

- ① **LOG-IN & BEGIN AN LOI/APPLICATION.** To start a new LOI/application, login as an Applicant, and select the Grant Opportunities tab (grey tab on the top right). Find St. Baldrick's Foundation in the drop-down list and select "Filter List by GrantMaker." Find the program for which you wish to apply, and click "Apply Now" to begin the proposal.
- ② **COMPLETE AN APPLICATION AFTER LOI APPROVAL.** Login as an Applicant, and select the Manage Proposals tab. Select the "In Progress" link. Find the LOI that was approved, and select the "Edit" link to access and complete your application.
- ③ **ENABLE ACCESS FOR OTHER USERS.** The Principal Investigator must start the LOI or Application. However once a proposal is begun, access for application submittal can be given to other users, such as collaborators, assistants, or grants and contracts staff.
- ④ **SAVE.** Applicants do not need to complete the LOI/Application in one session; a partially completed proposal can be saved and completed at any time prior to the deadline.
- ⑤ **NOTIFICATION OF LOI APPROVAL.** The system will notify you when the LOI has been approved, and you will be asked to login to the ProposalCENTRAL website to access and submit the full application by the application deadline.
- ⑥ **VALIDATE.** Proposals that have not been validated cannot be submitted. "Validate" checks for required items and attachments, and you will not be able to submit if required items and/or attachments are missing.
- ⑦ **SUBMIT.** After successfully passing the validate check and uploading your signature page, click the "Submit" link. An email will confirm your submission. Once your application is submitted, you may view it by accessing the "Submitted" link under the "Manage Proposals" tab.

It is the responsibility of the applicant to ensure and verify that the online proposal is received before 5 p.m. EST by the deadline date and that the application is complete and correct prior to submission.

INSTRUCTIONS FOR SUBMITTING DELIVERABLES

The ProposalCENTRAL system is designed to collect and manage all grant information. Grantees must keep their ProposalCENTRAL profile current for the duration of the grant. ProposalCENTRAL should be used to upload all required reports (deliverables) and publications related to the grant. Report templates and deadlines can be found on the site, as well. Grantees may provide access to others at their institution (e.g. grants officers) to access and upload deliverables.

See “Access to Award Information in ProposalCENTRAL” at proposalcentral.altum.com/docs/Instructions_Award_Info.pdf?version=2017.6.0.393 for more information.

UPLOADING AWARD DELIVERABLES

- ① Login to ProposalCENTRAL under the “Applicant Login” section: proposalcentral.altum.com.
- ② Click the blue “Manage Proposals” tab and then the black “Awarded” link.
- ③ Click the blue “Award Details” link.
- ④ Click the blue “Deliverables” link.
- ⑤ On this page you will see a table which lists all of the deliverables that are scheduled for your grant. The templates for these deliverables are at the bottom of this page.
- ⑥ To upload completed deliverables, click the blue “Upload” link next to the appropriate deliverable. If you have a pop-up blocker turned on, make sure you disable it for this site as the deliverable upload feature is a pop-up.
- ⑦ In the deliverable pop-up window, click the “Browse” button to select the file. You can add a description in the “Deliverable Description” if you choose. When finished, click the “Save” button, and it will upload your deliverable.

SUBMITTING PUBLICATIONS

All printed and/or electronic publications related to the work done using St. Baldrick’s funds must be uploaded to ProposalCENTRAL on a continual basis. Publications must be manually entered by selecting the “Add Deliverable” option in the deliverables section of the award.

- ① To add a deliverable, click the blue “Add Deliverable” link at the top left of the deliverable table. If you have a pop-up blocker turned on, make sure you disable it for this site as the deliverable upload feature is a pop-up.
- ② In the deliverable pop-up window, choose Publications from the drop-down menu, “Select Deliverable Type.”
- ③ Click the “Browse” button to select the file. You can add a description in the “Deliverable Description” if you choose. When finished, click the “Save” button, and it will upload your deliverable.

USEFUL RESOURCES FOR PROPOSALCENTRAL

- How to register your institution (grants and contracts personnel only):
proposalcentral.altum.com/docs/RegInst.pdf
- How to register as a ProposalCENTRAL user:
proposalcentral.altum.com/docs/RegUser.pdf
- How to create an application using ProposalCENTRAL:
proposalcentral.altum.com/docs/CreateApp.pdf
- Grantee instructions to access award information:
proposalcentral.altum.com/docs/Instructions_Award_Info.pdf?version=2017.6.0.393

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