

ANNOUNCEMENT

ADOLESCENT AND YOUNG ADULT (AYA) AWARDS DEADLINE: Noon, Monday, May 6, 2024

OVERVIEW

This announcement invites applications from departments of Holden Comprehensive Cancer Center to apply for an Adolescent and Young Adult (AYA) research award which benefits cancer patients diagnosed between 13 to 39 years of age. AYA awards will be available for submission bi-annually in the fall and spring.

AYA program:

Goal: Our goal is to provide complimentary services to current UIHC oncology teams by assisting caregivers and patients through the course of diagnosis, fertility preservation discussions, treatment understanding, provide access to psych-social services, and transition to survivorship and long-term care. We will add value to current practice and to provide a more standardized approach to the treatment experience for patients.

Mission: to revolutionize the treatment of AYA cancer through excellence in clinical care, research, education, and supportive services that are specifically tailored to meet the unique needs of AYA patients.

Vision: to create a world where adolescents and young adults thrive despite the heavy toll of cancer. This announcement invites applications from junior faculty members from all departments and colleges of the University of Iowa.

This is a one-year, cancer-focused research award supported through the Holden Comprehensive Cancer Center's Adolescent and Young Adult (AYA) Cancer Program. The purpose of these grant awards is to foster research in cancer that cannot readily be supported through other available sources, and to permit the initiation of promising new projects or novel ideas necessary to obtain preliminary results to successfully compete for national research grants.

Applications are encouraged from investigators performing basic or clinical research including cancer control, health services research, and behavioral/psychosocial research, and health policy and outcomes research related to cancer. AYA funds are intended to assist independent researchers in conducting initial explorations which may lead to publication(s) and a successful application for support from a national funding agency.

PRIORITY FUNDING GUIDELINES

Priority funding guidelines: *Projects must meet the following for funding.*

- Must meet the Mission of AYA.
- Use of funds must benefit AYA Cancer patients or their families.
- AYA funds should be requested only when other appropriate sources of funds are not available or are not sufficient to fully fund a project.
- Requests which use a collaborative approach to reduce service fragmentation or duplication, enhance, streamline, or integrate services, or achieve better outcomes are desired.
- Full or partial funding may be requested.

- Please itemize all expenses included in the request.

AWARD INFORMATION

MAXIMUM AWARD: Up to \$50,000 per project

PROJECT PERIOD: One year to spend allocation, with no extension

APPLICATION: Complete guidelines and forms are available at the following website
<https://cancer.uiowa.edu/cancer-research-funding-opportunities>

SUBMISSION INFORMATION

SUBMIT TO: Adolescent and Young Adult Cancer Program 4035 BT, by **Noon, Monday, May 6, 2024**

Please e-mail a composite electronic copy as a single file PDF document to Michelle Altmaier (michelle-altmaier@uiowa.edu)

TERMS OF AWARD

DEADLINE: Noon, Monday, May 6, 2024

Applications will be accepted until **Noon, Monday, May 6, 2024**, Adolescent and Young Adult Cancer Program, 4035 BT. Please email PDF of composite application to Michelle Altmaier (michelle-altmaier@uiowa.edu). Applications do not need to be routed through the Division of Sponsored Programs Office.

PROJECT PERIOD: July 1, 2024 – June 30, 2025

AYA award must be spent or encumbered within one year. No extensions will be granted.

APPLICATION REQUIREMENTS: Incomplete applications, applications not adhering to the AYA guidelines or applications not adhering to the 10 PAGE LIMIT will be returned without review.

BUDGET REVISIONS: The principal investigator may make minor alterations within the budget, provided such changes do not violate the basic budget restrictions outlined on page 5 of these guidelines.

PUBLICATION ACKNOWLEDGEMENTS: All recipients of AYA grant funding must acknowledge funding support. The following acknowledgement should be included in publications supported through this AYA Research Grant:

***“This research was supported through the Adolescent and Young Adult Cancer Program at The Holden Comprehensive Cancer Center at the University of Iowa.”*

ACCOUNT ACTIVATION: Award activation of the account number is dependent on receipt from the investigator of required approval forms from the institutional review boards. The approvals include any of the following: 1) Human Subject Review IRB Committee A (Sponsored Programs Office), 2) Animal Care and Use Committee (Animal Care Office), 3) Radiation Protection (Health Protection Office), and 4) Bio-Safety Committee. Copies of all approvals should be submitted to Michelle Altmaier, AYA Program Coordinator.

APPLICATION INSTRUCTIONS

Applications must be submitted on the forms provided.

We encourage applicants to ask a senior investigator, experienced in obtaining peer reviewed support, to review the application prior to submission to provide advice on the structure and grantsmanship of the proposal.

FORMATTING THE APPLICATION

- Single spaced, one sided, with a maximum of 5/8 inch margins. Space between paragraphs is recommended. Use 12-point Times New Roman or 11-point Arial as the minimum font size for the text of the application. A 10-point Times New Roman or 9-point Arial font may be used for figures, legends, and tables with fixed spacing that can be photocopied; DO NOT reduce line space or reduce by photocopying.
- The application should follow the headings listed in the Application Format section of these guidelines.
- The entire application must NOT EXCEED 10 PAGES (pages 1-8 and Attachments I and II). Material in excess of the 10-page limitation will not be considered.
 - **The application face page and letters of support do not count toward the 10-page limit.
- Do NOT send supplementary material pertinent to the application unless you have received a specific request from the Holden Comprehensive Cancer Center's Research Review Committee. Applications will be disqualified, if not adhering to these specific guidelines.
- Submit composite PDF of the complete proposal and any letters of support. Any deviation from the page limit will be automatically disapproved by the AYA Review Committee.
- E-mail an ELECTRONIC COPY, as a single PDF file, of the complete proposal to michelle-altmaier@uiowa.edu

APPLICATION FORMAT (10 PAGE LIMIT)

FACE PAGE

Complete name/degree/title, education and training for the biographical information as requested. Complete information on eligibility, and have application signed by your Departmental chair. All applicants are required to verify their eligibility through their Departmental Chair.

BIOGRAPHICAL SKETCH INCLUDING APPOINTMENTS, OTHER RESEARCH SUPPORT, PUBLICATIONS (PAGE 1-2)

1. Complete information on Appointments
2. Other Research Support - (List all current and pending grant support, including agency, principal investigator, percent effort, amount and terms of award, or list "none.")
3. Publications (of Applicant)

ABSTRACT (PAGE 3)

RESEARCH PLAN (PAGES 4-7)

Complete information on Description of Research Proposed - The proposed Research Plan should include:

- 1) Title of Project, 2) Objective, 3) Background and Significance (emphasizing cancer relevance), 4) Specific Aims of the project, 5) Methods, 6) Selected Publications and Cited Literature related to the research project, and 7) description of research facilities. Explain how this request is aligned with the AYA mission and primary populations(s) served by this request.
- 2) Important: Describe the cancer relevance of your project in lay terms, i.e. language that someone with no scientific background whatsoever, could understand (e.g. imagine trying to explain the value of your research to a class of high school seniors).

BUDGET PROPOSED (PAGE 8)

The maximum seed grant award is \$50,000 for one (1) year and we do encourage applicants to apply for the full amount. The following budgetary restrictions apply to AYA grant awards:

1. Budget must not exceed \$50,000 (please round to the nearest \$100).
2. All requests for personnel should be justified.
3. Please adhere to the Expenditures Allowed/Expenditures Not Allowed items on page 5 of these guidelines.

RESEARCH PROMOTION FORM (ATTACHMENT I (PAGE 9))

Please complete the Research Promotion Form based on your willingness and ability to work with the AYA program.

ATTACHMENT II (PAGE 10)

Approval Form Checklist: The applicant is required to complete the *Approval Form Checklist* and submit with the application.

BUDGET GUIDELINES

Maximum award for this AYA grant has been set at \$50,000. A justification is required for all expenses, organized by the following Budget Categories. Grantees have one year to spend allocations of funds.

BUDGET CATEGORIES

- Personnel: Names and positions of personnel must be individually listed. The percentage of effort devoted to research and fringe benefit cost categories should be completed fully. List names, titles, percent or hours of effort, salary, fringe, and total. NOTE: Tuition costs or laboratory fees are NOT allowed.
- Consumable Supplies: Research supplies should be grouped under appropriate headings with amounts.
- Equipment: Equipment costing less than \$2,000. (Special justification is necessary for items exceeding this amount)
- Travel: Domestic (only) travel when necessary to carry out the proposed research program
- Miscellaneous Expenditures: Must be listed and justified individually.

EXPENDITURES ALLOWED

- Research supplies and animal maintenance
- Technical assistance
- Domestic (only) travel when necessary to carry out the proposed research program
- Equipment costing less than \$2,000. (Special justification is necessary for items exceeding this amount)
- Publication costs, including reprints
- Special fees (pathology, photography, etc.)
- Registration fee for PI to attend one (1) scientific meeting

EXPENDITURES NOT ALLOWED

- Foreign travel costs (transportation, hotel, meals, etc)
- Honoraria and travel expenses of visiting lecturers
- Secretarial/administrative personnel
- Salary of Pilot Project Grant Recipient
- Tuition costs
- Books and periodicals
- Dues and membership fees in scientific societies
- Non-medical services to patients (travel to a clinical site or patient incentives are allowable)
- Construction, renovation, or maintenance of buildings and laboratories
- Office and laboratory furniture
- Office equipment and supplies (including computer hardware and software)
- Rental of office or laboratory space
- Recruiting and relocation expense

HUMAN RESEARCH STUDIES

All new cancer-related research involving human subjects, and thus needing approval by the Institutional Review Board (IRB), must first be reviewed, and approved by the Holden Comprehensive Cancer Center Protocol Review and Monitoring Committee (PRMC). Approval by the PRMC and the IRB must be obtained before any of the awarded funds will be made available and before the research can commence. It should be noted that the proposal submitted to the AYA Review Committee will not in itself provide sufficient information for PRMC review (for more information call the PRMC administrator at 319-353-4596. Submissions to the IRB and PRMC should occur well in advance of the desired start date. Regardless of delays incurred due to the PRMC/IRB review process, there will be no extensions made on the terms of the grant.

PROGRESS REPORT

AYA research award recipients are required to submit a written final report. Report should include specific accomplishments, publications, presentations, and future plans. Any work using these funds that is published should cite the funding source Adolescent and Young Adult Cancer Program.

REVIEW PROCESS

Funding requests will be reviewed by an AYA award peer review panel from Pediatrics, HCCC, College of Medicine and a community representative. Following a careful review, the panel will make funding recommendations based on the application materials.

QUESTIONS

If you have questions, please contact the AYA Cancer Program.

Michelle Altmaier
AYA Program Coordinator
Holden Comprehensive Cancer Center
4035 BT
678-7478
michelle-altmaier@uiowa.edu

Thank you for your interest and support of the AYA program.

uihc.org/aya-cancer