



*Alex's Lemonade Stand Foundation*

# 2020 Grant Application Guidelines for Epidemiology Grant

---

*Application Deadline: **December 16, 2019** (11:59 PM ET)*



## Table of Contents

About ALSF .....	3
Key Objective.....	3
Grant Description .....	3
Eligible Areas of Investigation Using an Epidemiological Research Approach .....	3
Applicant Eligibility Criteria .....	3
Evaluation Criteria .....	3
Budget .....	4
Restrictions.....	4
Grant Report Requirements .....	4
Important Dates .....	5
Application Instructions.....	5
Application Submission Instructions .....	8
Contact .....	8



## About ALSF

Alex's Lemonade Stand Foundation (ALSF) emerged from the front yard lemonade stand of 4-year-old Alexandra "Alex" Scott, who was fighting cancer and wanted to raise money to find cures for all children with cancer. Her spirit and determination inspired others to support her cause, and when she passed away at the age of 8, she had raised \$1 million. Since then, the Foundation bearing her name has evolved into a national fundraising movement and is one of the leading funders of pediatric cancer research in the U.S. and Canada.

ALSF is a non-profit changing the lives of children with cancer by funding impactful research, raising awareness, supporting families and empowering everyone to help cure childhood cancer.

## Key Objective

Epidemiology awards will support investigators pursuing research studies in human populations using epidemiological approaches, in order to significantly contribute to the understanding of childhood cancers.

## Grant Description

This grant mechanism is designed to support hypothesis-driven research that focuses on the epidemiology, early detection and prevention of childhood cancer or comparative effectiveness and outcomes research related to detection, prevention, and treatment. The grant is up to **\$100,000 per year for two years** for direct costs.

## Eligible Areas of Investigation Using an Epidemiological Research Approach

- **Epidemiology and etiology of childhood cancer**; identify subgroups at risk, cause and risk factors.
- **Early Detection of childhood cancer**; reduce disease severity and complications, e.g. screening.
- **Prevention of childhood cancer**; prevent initial development of disease, e.g. immunization, reduce exposure
- **Comparative effectiveness and outcomes research**; evaluate existing or new preventative/therapeutic measures to improve health outcomes for children with cancer or evaluate access to treatment.
- **Molecular epidemiology studies**; identify contribution of potential genetic risk factors to late effects of treatment, within families and across populations.

## Applicant Eligibility Criteria

- Applicants should be at the Assistant, Associate or Full Professor level.
- Applicant may be M.D., M.D./Ph.D, or Ph.D..
- Applicants must have a history of formal training in disciplines that are relevant to the proposed research or a track record of conducting similar epidemiological or cancer research, including peer-reviewed publications and funding, that demonstrates the project can be accomplished by the investigator.

## Evaluation Criteria

- Grants will be reviewed by an independent panel of experts according to the NIH recognized peer-review process and overseen by ALSF's Scientific Advisory Board.
- Resource sharing is an expected outcome of a completed project. The review will consider how outputs are shared as a component of impact. For a full description see [Resource Sharing Form](#).



## Budget

- Funding for two years, maximum of \$100,000 per year, may be requested for direct costs.
- A second year of funding is contingent on a non-competitive review of a progress report including budget expenditures. An itemized budget for the second year of funding must be submitted and approved prior to receipt of a second year of funding. Carry-over of unused funding may be requested with appropriate progress and justification. ALSF may elect to partially fund or to hold new funds if carry-over is excessive.
- Budget may include items such as salary, fringe, supplies, and travel.
- ALSF adheres to the NIH salary cap for the current year for the principal and co-investigator(s).
- Indirect costs, including tuition remission, are not allowed.
- Epidemiology grant awardees may apply for an additional two years of funding, for new but related aims, through the regular grant submission and competitive review process. A maximum of 4 years (2 cycles) can be awarded per project.
- Budget Detail and Budget Summary templates must be used and may be downloaded from [Information for Grant Applicants](#).
- Written budget justification is required

## Restrictions

- Applications which do not fall into ALSF's mission and stated purpose of this grant will not be considered for funding. This mechanism should not be used for costs to develop mobile apps or software programs.
- Proposals addressing psychosocial aspects of childhood cancer will not be considered under this mechanism. Please refer to ALSF's Quality of Life Grants.
- ALSF does not accept proposals for research utilizing human embryonic stem cells or non-human primates. (Research with human induced pluripotent stem cells is permissible.)
- One resubmission of a previously ALSF reviewed application is permitted. Responsiveness to the prior critique will be considered.
- ALSF will only consider letters of intent from U.S. or Canadian institutions. However, the PI need not be a U.S. citizen.
- Institutions must have non-profit tax status.
- Applicants not adhering to the section page limits as well as other guidelines will not be considered for review.

## Grant Report Requirements

- Progress Report: continued support for a second year of funding is contingent upon a non-competitive review and demonstration of satisfactory completion of proposed research objectives and appropriate budget expenditures. Budget must include justification. If carry-over is excessive, ALSF may elect to adjust year two payment schedule.
- Final Report: required at the conclusion of funding.
- Publications, presentations and posters featuring results of the experiments funded by ALSF should acknowledge "Alex's Lemonade Stand Foundation." ALSF requests copies be sent via email to [Grants@AlexsLemonade.org](mailto:Grants@AlexsLemonade.org).



## Important Dates

<b>Application Due Date</b>	<b>December 16, 2019 (11:59 pm Eastern Time)</b>
Award Notification	May 2020
Project Start Date	July 1, 2020
Project End Date	June 30, 2022
Progress Report	June 15, 2021 (financials through 5/31/2021)
Final Report	July 31, 2022 (financials through June 30, 2022)

## Application Instructions

### Part I: Online Form

- All applications must be submitted using ALSF's online portal ([ALSFapps.force.com](https://ALSFapps.force.com)). A one-time registration is required to create a user account.
- Applicants must not use the IE browser as it is not compatible with the online portal. Chrome and Firefox browsers are recommended.

### Contact Information

Applicant will be asked for basic contact information for themselves, co-PI's if applicable, and the grant manager.

### Project Overview

In respective sections enter project details, request amount, type of childhood cancer project focuses on.

### Lay Summary Background and Lay Summary Project Goal

In the respective sections 250-words in lay terms. You will be asked to release this summary for use at ALSF's discretion should proposal be funded. You may copy/paste information from other documents into these sections. Greek symbols are recognized.

### Part II: Application Package

- Application Document: all sections must be combined into one PDF and uploaded to the online application form.
- Templates: all templates/forms mentioned can be found on ALSF's grant website at the following link [Information for Grant Applicants](#).

### Format Instructions

- PAGE HEADER: all pages of the application should be numbered; the name of the principle investigator should appear in the upper right-hand corner of each page.
- FORMAT: follow NIH format guidelines: Arial, Helvetica, Palatino Linotype or Georgia font type with a font size of 11 points or larger with a minimum of ½ inch margins.



- ORDER & LENGTH: the order of the application must follow the outline below, adhering to the maximum number of pages allowed for each subsection indicated in parentheses.
  - TABLES & FIGURES: imbed in the body of the project description. Only supplemental figures may be included in the appendix.
- I. **Application Cover Page** (one page)  
*Use the template provided on ALSF's website (link above).*
  - II. **Table of Contents** (one page)  
*Provide a Table of Contents with page numbers to the corresponding sections.*
  - III. **Scientific Abstract** (half page)  
*Include a summary of the research objectives and rationale.*
  - IV. **Impact Statement** (half page)  
*Answer: How will this project add to the overall knowledge of the epidemiology of childhood cancer and eventually impact pediatric cancer patients? Or, if focused on comparative effectiveness and outcomes, how will the study impact interventions that optimize outcomes for children with or at risk for cancer?*
  - V. **Budget Detail and Budget Summary** (see link above for both templates)  
*No indirect costs are paid. The signature from an institutional representative on the cover page of this grant application specifically acknowledges and accepts these provisions.*
  - VI. **Budget Justification** (one and one half pages)  
*Provide explanation of costs.*
  - VII. **Biographical Sketches**  
*Include the NIH five page biographical sketch for the Principal Investigator and co-investigator(s) if applicable.*
  - VIII. **Resubmission** (100 words)  
*Has an application for this project been reviewed by ALSF before and not been funded? If so, please describe what has changed (data, design, aims etc.) in response to the prior critique.*  
*OR*  
*If the project was previously funded by ALSF and you are applying for a second Epidemiology Grant for new aims on the project, summarize the progress that was made on the original aims.*
  - IX. **Specific Aims** (one page)  
*List the goals, long-term objectives and what the specific research proposed in this application is intended to accomplish. State the hypothesis to be tested and relevance to pediatric cancer research.*
  - X. **Preliminary Studies** (two pages)  
*Provide an account of the principal investigator's preliminary studies pertinent to the application.*



- XI. **Research Significance** (half page)  
*Describe the relevant background for the current research plan. State the significance and importance of your proposed project with respect to pediatric cancer research (must be aligned with ALSF's mission). Relate the specific aims to the goals and long-term objectives.*
- XII. **Research Innovation** (half page)  
*Describe how the proposed research challenges and shifts paradigms, or introduces a novel concept, approach, data resource, or technology.*
- XIII. **Research Approach** (four pages)  
*Describe the epidemiological approach to the research question. Include detailed plan for statistical analysis. A time line is highly encouraged. Special review emphasis will be placed on the investigators anticipation of potential problems and plans to address these issues.*
- XIV. **Resource Sharing** (one page)  
*Describe the outputs from the proposed project and how they will be shared. Reviewers will be asked to consider the manner in which resources will be shared and the extent to which this plan will increase or decrease the impact of the proposed project. Download and use the [Resource Sharing Form](#) to complete this section of the application.*
- XV. **Human Subjects**  
*Include the IRB approval letter or note if approval is pending (any funds awarded will be held until the letter is received). If the letter is not applicable, please include a note in this section.*
- XVI. **Vertebrate Animals**  
*Include the IACUC approval letter or note if approval is pending (any funds awarded will be held until the letter is received). If the letter is not applicable, please include a note in this section.*
- XVII. **Literature Citations** (not included in page count, may use additional pages)  
*A maximum of 30 references are allowed. Use Vancouver style: numeric references within the text.*
- XVIII. **Collaborators and/or Consultants**  
*Include any appropriate letters from all individuals confirming their roles in the project.*
- XIX. **Appendix**  
Appendices should be included only if essential to the understanding of the application. Appendices are limited to:
- *One accepted but not yet published manuscript*
- OR**
- *Two pages of additional tables and figures.*
- Excessive appendices will result in the application being rejected.



## Application Submission Instructions

1. Applications must be submitted through ALSF's online portal.
2. To start an online application, navigate to the portal at [ALSFapps.force.com](https://ALSFapps.force.com).
  - a. Returning applicants: login with your username and password.
  - b. First time applicants: click the "New User?" link and complete your one-time registration and then login. If you are new to ALSF's portal, here is a [step-by-step guide](#) with screen shots!
3. After you've logged in, select *RUNX1 Early Career Investigator Grant Application* to submit your application. Complete the online form with applicant contact and project information. *Make sure your information is correct before the next step because you will not be able to change it!*
4. The application document must be uploaded as **one PDF** (maximum of 10 MB).
5. You may save your application to finish later. Go to [ALSFapps.force.com](https://ALSFapps.force.com) and login again. You will land on your dashboard. Click "Applications" to edit your application in progress.
6. Once completed, submit the application by clicking Review & Submit. You will see error messages for any required fields that need to be completed.
7. After your application has been successfully submitted an email confirmation will be sent. **You will not be able to amend the application after submission.**

## Contact

All questions can be submitted to [Grants@AlexsLemonade.org](mailto:Grants@AlexsLemonade.org).