

# Program Announcement

Department of Defense Congressionally Directed Medical Research Programs

Breast Cancer Research Program

Innovator Award

Funding Opportunity Number: W81XWH-10-BCRP-INNOV

## TABLE OF CONTENTS

<b>I.</b>	<b>Funding Opportunity Description.....</b>	<b>2</b>
	A. Program Description.....	2
	B. Award Description .....	2
	C. Eligibility.....	2
	D. Funding.....	3
	E. Award Administration.....	3
<b>II.</b>	<b>Timeline for Submission and Review.....</b>	<b>4</b>
<b>III.</b>	<b>Submission Process .....</b>	<b>4</b>
	A. Step 1 – Pre-Application Components .....	4
	B. Step 2 – Application Components.....	5
<b>IV.</b>	<b>Information for Application Review .....</b>	<b>8</b>
	A. Application Review and Selection Overview .....	8
	B. Review Criteria.....	9
<b>V.</b>	<b>Administrative Actions.....</b>	<b>10</b>
<b>VI.</b>	<b>Contact Information .....</b>	<b>11</b>
<b>VII.</b>	<b>Application Submission Checklist.....</b>	<b>12</b>

## I. FUNDING OPPORTUNITY DESCRIPTION

### A. Program Description

The Breast Cancer Research Program (BCRP) was established in fiscal year 1992 (FY92) to promote innovative research focused on eradicating breast cancer. Appropriations for the BCRP from FY92 through FY09 totaled over \$2.3 billion. The FY10 appropriation is \$150 million (M).

The BCRP challenges the scientific community to design innovative research that will foster new directions for, address neglected issues in, and bring new investigators to the field of breast cancer research. The BCRP focuses its funding on innovative projects that have the potential to make a significant impact on breast cancer, particularly those involving multidisciplinary and/or multi-institutional collaborations. The BCRP encourages risk-taking research; however, all projects must demonstrate solid judgment and rationale.

### B. Award Description

The BCRP Innovator Award was first offered in FY01. Since that time, 182 Innovator Award applications have been received, and 17 have been recommended for funding. The Innovator Award supports *visionary individuals* who have demonstrated creativity, innovative work, and leadership in any field including, but not limited to, breast cancer. These individuals will have the most potential for future ground-breaking achievements in breast cancer. The Innovator Award will provide these individuals with the funding and freedom to pursue their most novel, visionary, high-risk ideas that could ultimately lead to the eradication of breast cancer.

The individuals may be from diverse organizations including, but not limited to, academic institutions, advocacy groups, government agencies, the private sector, the media, and/or professional societies. Since the intent of the Innovator Award mechanism is to recognize creative and innovative individuals rather than projects, the central feature of the award is the innovative contribution that the recipient can make to the eradication of breast cancer. As such, each applicant is required to submit an essay addressing his/her area(s) of focus and how he/she will use the award to pursue his/her most creative vision in breast cancer research. The primary criteria for making these awards will be an individual's past record of creativity, their promise for continued innovation in future work, and an indication of how this award will create and further innovative strategies to solve the breast cancer problem.

*Experience in breast cancer research is not required*; however, the application must focus on breast cancer, and it is expected that the recipient will commit a minimum of 50% of his/her full-time professional effort to breast cancer research during the tenure of this award.

### C. Eligibility

Principal Investigators (PIs) must be at or above the level of Associate Professor (or equivalent). Refer to General Application Instructions, Appendix 1, for general eligibility information.

## **D. Funding**

- The maximum period of performance is **5** years.
- The maximum allowable funding for the entire period of performance is **\$5M** in direct costs.
- The applicant may request the entire maximum direct cost amount for a project that may be less than the maximum 5-year period of performance.
- Regardless of the period of performance proposed, the applicant may not exceed the maximum direct cost. In addition to the direct costs, indirect costs may be proposed in accordance with the organization's negotiated rate agreement.

Within the guidelines provided in the General Application Instructions, funds can cover:

- Salary
- Research supplies
- Equipment
- Clinical costs
- Training
- Workshops
- Support for multidisciplinary collaborations
- Travel between collaborating organizations
- Travel costs of up to \$3,600 per year to attend scientific/technical meetings
- Other direct costs as described in the General Application Instructions for the Detailed Budget and Justification.

In addition, funding must be requested for the PI to attend one 3½-day Department of Defense BCRP Era of Hope meeting, which is held to disseminate the results of BCRP-sponsored research. Innovator Award recipients must also request funding for attendance at the annual 1½-day LINKS (Leading Innovative Networking and Knowledge Sharing) meeting along with BCRP Era of Hope Scholar Award recipients, the BCRP Integration Panel (IP), and CDMRP staff for the purpose of open communication and mutual benefit.

***The Office of the Congressionally Directed Medical Research Programs (CDMRP) expects to allot approximately \$15M of the \$150M FY10 BCRP appropriation to fund approximately two Innovator Award applications, depending on the quality and number of applications received. Funding of applications received in response to this Program Announcement/Funding Opportunity is contingent upon the availability of Federal funds for this program.***

## **E. Award Administration**

Awards will be made approximately 4 to 6 months after receiving a funding notification letter, but no later than September 30, 2011. Refer to the General Application Instructions, Appendix 4, for general award administration information.

## II. TIMELINE FOR SUBMISSION AND REVIEW

- **Pre-application Submission Deadline: 5:00 p.m. Eastern time (ET), March 24, 2010**
- **Confidential Letters of Recommendation: 5:00 p.m. ET, April 7, 2010**
- **Application Submission Deadline: 11:59 p.m. ET, April 7, 2010**
- **Scientific Peer Review: May 2010**
- **Programmatic Review, Stage 1: July 2010**
- **Invitation for Oral Presentation: July 2010**
- **Programmatic Review, Stage 2: September 16, 2010**

*Application submissions will not be accepted unless the pre-application process is completed by the pre-application deadline.*

## III. SUBMISSION PROCESS

Submission is a two-step process requiring both (1) pre-application submission through the CDMRP eReceipt system (<https://cdmrp.org/>) and (2) application submission through Grants.gov (<http://www.grants.gov/>).

Submission of the same research project to different funding opportunities within the same program and fiscal year is discouraged. The Government reserves the right to reject duplicative applications.

PIs and organizations identified in the application should be the same as those identified in the pre-application. No change in PI will be allowed after the pre-application deadline. If a change in organization is necessary after submission of the pre-application, the PI must contact the eReceipt help desk at [help@cdmrp.org](mailto:help@cdmrp.org) or 301-682-5507.

### A. Step 1 – Pre-Application Components

All pre-application components must be submitted through the CDMRP eReceipt system by **5:00 p.m. ET on the deadline.**

The pre-application consists of the following components, which are organized in the CDMRP eReceipt system by separate tabs (Refer to the General Application Instructions for additional information on pre-application submission.):

- **Proposal Information – Tab 1**
- **Proposal Contacts – Tab 2**
- **Collaborators and Conflicts of Interest – Tab 3**

- **Required Files – Tab 4**

**Letter of Intent (LOI) Narrative (one-page limit):** Provide a brief description of the research to be conducted. LOI Narratives are used for program planning purposes only (e.g., reviewer recruitment) and *will not be reviewed* during either the peer or programmatic review sessions.

**List of Individuals Providing Confidential Letters of Recommendation:** Enter into the appropriate data fields the names, position titles, email addresses, and phone numbers for three individuals who will provide letters of recommendation. Each individual will receive an email generated from the CDMRP eReceipt system containing specific instructions on how to upload his/her letter.

- **Submit Pre-application – Tab 5**

- **Other Documents Tab**

Not applicable.

## **B. Step 2 – Application Components**

Applications are submitted by the Authorized Organizational Representative (AOR) through Grants.gov (<http://www.grants.gov/>). Applications must be submitted **by 11:59 p.m. ET on the deadline.**

Each application submission must include the completed application package of forms and attachments identified in Grants.gov for this Program Announcement/Funding Opportunity.

The Grants.gov application package consists of the following components (Refer to the General Application Instructions, Section II.B., for additional information on application submission):

**1. SF 424 (R&R) Application for Federal Assistance Form:** Refer to the General Application Instructions, Section II.B., for detailed information.

**2. Attachments Form**

- **Attachment 1: Project Narrative (5-page limit):** Upload as “ProjectNarrative.pdf.”

The content should clearly state *why you, the PI, should be selected for this unique award* and should address the following topics specifically from your perspective:

- **Current Status of Breast Cancer Research:** Describe your views of the major problems/barriers in breast cancer that must be solved to accelerate progress and hasten the eradication of breast cancer.
- **Vision of the Future:** What do you foresee as the critical approaches that will most likely produce breakthrough thinking and discoveries to ultimately solve the major problems/barriers in breast cancer that you have defined?
- **Specific Ideas:** Summarize some of the key examples of specific innovative ideas that you envision pursuing under the auspices of this award. Explain

why/how your ideas may challenge current assumptions and have a significant impact on the eradication of breast cancer. This should not be a summary of research methodology.

- Qualification for This Award: Explain how you are qualified to receive this award. Give some examples of breakthrough creative thinking that demonstrate your abilities as an innovator. How do your achievements reflect your capabilities as an innovator?
- **Attachment 2: Supporting Documentation.** Start each document on a new page. Combine and upload as a single file named “Support.pdf.” If documents are scanned to pdf, the lowest resolution (100 to 150 dpi) should be used. *Each component has no page limit unless otherwise noted.*
  - References Cited: List all relevant references using a standard reference format that includes the full citation (i.e., author(s), year published, title of reference, source of reference, volume, chapter, page numbers, and publisher, as appropriate). The inclusion of Internet URLs to references is encouraged.
  - List of Acronyms and Symbols: Provide a list of acronyms and symbols (e.g., PCR = polymerase chain reaction).
  - Facilities, Existing Equipment, and Other Resources: Describe the facilities and equipment available for performance of the proposed project, and any additional facilities or equipment proposed for acquisition at no cost to the US Army Medical Research and Materiel Command (USAMRMC). Indicate if Government-owned facilities or equipment are proposed for use. Reference should be made to the original or present contract under which the facilities or equipment items are now accountable. There is no form for this information.
  - Publications and/or Patent Abstracts (five-document limit): Include relevant publication URLs and/or patent abstracts. If publications are not publicly available, then they must be included. Extra items will not be reviewed.
  - Letters of Organizational Support: Provide a letter (or letters if applicable), signed by the Department Chair or appropriate organization official, indicating the level of commitment to supporting the PI in the execution of this award. The letter should reflect the availability of laboratory space, equipment, and other resources, and also include the extent to which the PI will be relieved of academic, clinical, or administrative responsibilities and allowed at least 50% protected time for breast cancer research.
  - Letters of Collaboration (if applicable) (two-page limit per letter): Provide a signed letter from each collaborating individual or organization that will demonstrate that the PI has the resources necessary for the proposed work.
  - Intellectual and Material Property Plan (if applicable): Provide a plan for resolving intellectual and material property issues among participating organizations.
- **Attachment 3: Technical Abstract (one-page limit):**

Not required at this time. Leave Attachment 3 space blank.

- **Attachment 4: Public Abstract (one-page limit):**  
Not required at this time. Leave Attachment 4 space blank.
- **Attachment 5: Statement of Work (SOW) (three-page limit):**  
Not required at this time. Leave Attachment 5 space blank.
- **Attachment 6: Detailed Budget and Justification:** Upload as “Budget.pdf.” Use the Detailed Budget and Justification form (available for download on the Full Announcement page in Grants.gov). Refer to the General Application Instructions, Section II.B., for detailed information.
- **Attachment 7: Subaward Detailed Budget and Justification (if applicable):** Use a separate Detailed Budget and Justification form for each subaward budget. Combine into a single file and upload as “SubBudgets.pdf.” Refer to the General Application Instructions, Section II.B., for detailed information.

**3. Research & Related Senior/Key Person Profile (Expanded) Form:** Refer to the General Application Instructions, Section II.B., for detailed information.

- PI Biographical Sketch (no page limit): Upload as “Biosketch\_LastName.pdf.”
- PI Current/Pending Support (no page limit): Upload as “Support\_LastName.pdf.”
- Key Personnel Biographical Sketches (four-page limit each): Upload as “Biosketch\_LastName.pdf.”
- Key Personnel Current/Pending Support (no page limit): Upload as “Support\_LastName.pdf.”

**4. Project/Performance Site Location(s) Form:** Refer to the General Application Instructions, Section II.B., for detailed information.

**Additional Application Components:** In addition to the completed Grants.gov application package of forms and attachments, BCRP Innovator Award applications also require the following components:

**1. Confidential Letters of Recommendation (three letters total, two-pages each):** **Three** confidential letters of recommendation must be submitted by the individuals designated during the pre-application process. All letters must be submitted electronically through the CDMRP eReceipt system by **5:00 p.m. ET on the application deadline**. The PI should monitor whether the letters have been received; however, the PI is not able to view these letters. If confidential letters of recommendation cannot be submitted by the individuals named in the pre-application, the PI should contact the CDMRP eReceipt help desk at [help@cdmrp.org](mailto:help@cdmrp.org) or 301-682-5507.

Each letter should describe the PI’s unique qualifications and accomplishments. Specifically, each letter should offer the writer’s perspective on the PI’s:

- Creative and original accomplishments,
- Visionary and leadership qualities, and

- Likelihood of innovation and productivity in breast cancer research.

**2. Oral Presentation:** PIs whose applications are selected for Programmatic Review, Stage 2, will be invited to give an oral presentation that will be held in the Baltimore/Washington, DC area on or about September 16, 2010. Each presentation will include a 10-minute talk by the PI, followed by a 20-minute question and answer session with Integration Panel members.

The following questions will be the topics for discussion during the PI's talk and the question and answer session. PIs who are invited should prepare a presentation consisting of no more than 4 slides that specifically address these questions:

- What are the conceptual or intellectual barriers that you consider the most urgent to overcome to eradicate breast cancer?
- How does your vision for breast cancer challenge current dogma and look beyond tradition and convention?
- How do you envision your research contributing to the next leap forward in our understanding of how to treat or prevent breast cancer?
- What challenges do you expect to encounter in your research efforts, and why do you believe the potential payoff of your research outweighs the perceived risks?

#### **IV. INFORMATION FOR APPLICATION REVIEW**

##### **A. Application Review and Selection Overview**

All applications are evaluated by scientists, clinicians, and consumer advocates using a two-tier review process. The first tier is a scientific peer review of applications against established criteria for determining scientific merit. The second tier is a programmatic review that compares applications to each other and makes recommendations for funding to the Commanding General, USAMRMC, based on scientific merit, the overall goals of the program, and specific intent of the award mechanism. Additional information about the two-tier review process used by the CDMRP may be found at <http://cdmrp.army.mil/fundingprocess.htm>.

All CDMRP review processes are conducted confidentially to maintain the integrity of the merit-based selection process. Each level of review requires panelists to sign a non-disclosure statement attesting that application and evaluation information will not be disclosed outside the panel. Violations of the non-disclosure statement can result in the dissolving of a panel(s) and other corrective actions. Organizational personnel and PIs are prohibited from contacting persons involved in the review process to gain protected evaluation information or to influence the evaluation process. Violations of these prohibitions will result in the administrative withdrawal of the organization's application. Violations by panelists or PIs that compromise the confidentiality of the review process may also result in suspension or debarment of their employing organizations from Federal awards. Furthermore, it is a crime for Federal officials to disclose confidential information of one party to another third party (Title 18 United States Code 1905).

## **B. Review Criteria**

**1. Peer Review:** All applications will be evaluated according to the following criteria, which are of equal importance:

- **Principal Investigator**
  - How the application reflects the PI's creativity and innovative thinking, and supports the likelihood that the PI could have a significant impact on breast cancer.
  - How the PI's record of accomplishment demonstrates outstanding ability as an independent and visionary scholar/investigator.
  - Whether the PI indicates that he/she will commit at least 50% effort to breast cancer during the tenure of this award.
- **Relevance and Impact**
  - How clearly described is the PI's vision of what he/she hopes to accomplish during the tenure of the award.
  - How the PI's ideas reflect original and innovative thinking.
  - How compelling is the PI's vision for how this award will be used to pursue creative (potentially groundbreaking) work in breast cancer.
- **Vision and Ideas**
  - How the PI's research goals and vision for the eradication of breast cancer suggest innovative, creative thinking that is not hindered by convention.
  - How the PI communicates a clear vision of what he/she hopes to accomplish during the tenure of the award.
- **Budget**
  - Whether the budget is appropriate for the proposed research and within the limitations of this Program Announcement/Funding Opportunity.
- **Application Presentation**
  - How the writing and components of the application influenced the review.

**2. Programmatic Review:** The following criteria are used by programmatic reviewers to make funding recommendations.

**Stage 1** - During the first stage of programmatic review, applications will be reviewed using the following criteria:

- Evaluations of the peer reviewers
- Programmatic relevance
- Relative innovation
- Adherence to the intent of the award mechanism

**Stage 2** - Applications that best meet the Stage 1 programmatic review criteria will be selected for the second stage, which will consist of an oral presentation. During Stage 2, the following criteria will be used:

- Vision and leadership demonstrated in addressing the four discussion questions

## **V. ADMINISTRATIVE ACTIONS**

After receipt of applications from Grants.gov, the following administrative actions may occur:

### **A. Rejection**

The following will result in administrative rejection of the application:

- Project Narrative exceeds page limit.
- Project Narrative is missing.
- Budget is missing.
- Page size is larger than 8.5 inches x 11.0 inches (approximately 21.59 cm x 27.94 cm).
- Pre-application is not submitted.

### **B. Modifications**

- Pages exceeding the specified limits will be removed prior to review for all documents other than the Project Narrative.
- Documents not requested will be removed.
- Following the application deadline, you may be contacted by CDMRP via email with a request to provide certain missing supporting documents (excluding those listed in Section V-A, Rejection). The missing documents must be provided by 5:00 p.m. ET on the second full business day following the date the email was sent. Otherwise, the application will be reviewed as submitted.

### **C. Withdrawal**

The following may result in administrative withdrawal of the application:

- FY10 BCRP Integration Panel (IP) member(s) is found to be involved in the pre-application or application processes including, but not limited to, concept design, application development, budget preparation, and the development of any supporting document. A list of the FY10 BCRP IP members may be found at <http://cdmrp.army.mil/bcrp/panel10.htm>.
- Submission of the same research project to different funding opportunities within the same program and fiscal year.
- The application does not conform to this Program Announcement/Funding Opportunity description to an extent that precludes appropriate review.

- Direct costs as shown on the detailed budget form exceed maximum allowed by this Program Announcement/Funding Opportunity.
- Inclusion of URLs with the exception of links to published references.

#### **D. Withhold**

Applications that appear to involve research misconduct will be administratively withheld from further consideration pending institutional investigation. The institution will be requested to provide the findings of the investigation to the US Army Medical Research Acquisition Activity (USAMRAA) Contracting/Grants Officer for a determination of the final disposition of the application.

### **VI. CONTACT INFORMATION**

**A. CDMRP Program Announcement Help Desk:** Questions related to Program Announcement/Funding Opportunity content or submission requirements should be directed to the CDMRP Program Announcement help desk, which is available Monday through Friday from 7:30 a.m. to 4:00 p.m. ET. Submit questions as early as possible. Response times will vary depending upon the volume of inquiries. Every effort will be made to answer questions within 5 working days.

Phone: 301-619-7079  
 Email: [cdmrp.pa@amedd.army.mil](mailto:cdmrp.pa@amedd.army.mil)

**B. CDMRP eReceipt System Help Desk:** Questions related to the submission of the pre-application through the eReceipt system should be directed to the CDMRP eReceipt system help desk, which is available Monday through Friday from 8:00 a.m. to 5:00 p.m. ET.

Phone: 301-682-5507  
 Email: [help@cdmrp.org](mailto:help@cdmrp.org)

**C. Grants.gov Contact Center:** Questions related to application submission through the Grants.gov portal should be directed to Grants.gov help desk, which is available 24 hours a day, 7 days a week. Please note that the CDMRP Program Announcement and eReceipt system help desks are unable to provide technical assistance regarding Grants.gov submissions.

Phone: 800-518-4726  
 Email: [support@grants.gov](mailto:support@grants.gov)

***Sign up on Grants.gov for “send me change notification emails” by following the link on the Synopsis page for the Program Announcement/Funding Opportunity. If the application package is updated or changed, the original version of the application package may not be accepted by Grants.gov.***

## VII. APPLICATION SUBMISSION CHECKLIST

<b>Grants.gov Application Components</b>	<b>Action</b>	<b>Completed</b>
SF-424 (R&R) Application for Federal Assistance Form	Complete form as instructed	
Attachments Form	Upload Project Narrative (ProjectNarrative.pdf) as Attachment 1	
	Upload Supporting Documentation (Support.pdf) as Attachment 2	
	Technical Abstract not required with submission. Leave Attachment 3 space blank.	N/A
	Public Abstract not required with submission. Leave Attachment 4 space blank.	N/A
	Statement of Work not required with submission. Leave Attachment 5 space blank.	N/A
	Upload Detailed Budget and Justification (Budget.pdf) as Attachment 6	
	Upload Subaward Detailed Budget and Justification (SubBudgets.pdf) as Attachment 7 (if applicable)	
Research & Related Senior/Key Person Profile (Expanded)	Attach PI Biographical Sketch (Biosketch_LastName.pdf ) to the appropriate field	
	Attach PI Current & Pending Support (Support_LastName.pdf ) to the appropriate field	
	Attach Biographical Sketch (Biosketch_LastName.pdf) for each senior/key person to the appropriate field	
	Attach Current & Pending Support (Support_LastName.pdf ) for each senior/key person to the appropriate field	
Project/Performance Site Location(s) Form	Complete form as instructed	
<b>Additional Application Components</b>	<b>Action</b>	<b>Completed</b>
Confidential Letters of Recommendation	Confirm upload to CDMRP eReceipt System	
Oral Presentation	Confirm ability to give an oral presentation in the Baltimore/Washington, DC area on or about September 16, 2010 (if selected for Stage 2)	