

Program Announcement

Department of Defense Congressionally Directed Medical Research Programs

Breast Cancer Research Program

Innovator Award

Funding Opportunity Number: W81XWH-08-BCRP-INNOV

TABLE OF CONTENTS

I. HELPFUL INFORMATION.....	2
A. Contacts.....	2
B. National Technical Information Service.....	2
C. Commonly Made Mistakes.....	3
II. FUNDING OPPORTUNITY DESCRIPTION.....	3
A. Program History and Objectives.....	3
B. Award Description.....	4
C. Eligibility.....	4
D. Funding.....	4
E. Award Administration.....	5
III. TIMELINE FOR SUBMISSION AND REVIEW.....	5
IV. SUBMISSION PROCESS.....	6
A. Step 1 – Pre-Application Components and Submission.....	6
B. Step 2 – Proposal Components and Submission.....	7
V. INFORMATION FOR PROPOSAL REVIEW.....	9
A. Proposal Review and Selection Overview.....	9
B. Review Criteria.....	9
VI. COMPLIANCE GUIDELINES.....	10

I. HELPFUL INFORMATION

A. Contacts

1. Program announcement, proposal format, or required documentation: To view all funding opportunities offered by the Congressionally Directed Medical Research Programs (CDMRP), perform a Grants.gov basic search using the CFDA Number 12.420. 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

Fax: 301-619-7792

Email: cdmrp.pa@amedd.army.mil

2. eReceipt system: Questions related to pre-application components through the CDMRP eReceipt system should be directed to the eReceipt helpdesk, which is available Monday through Friday from 8:00 a.m. to 5:00 p.m. Eastern time.

Phone: 301-682-5507

Website: <https://cdmrp.org>

Email: help@cdmrp.org

3. Grants.gov contacts: Questions related to submitting applications through the [Grants.gov \(http://www.grants.gov/\)](http://www.grants.gov/) portal should be directed to Grants.gov helpdesk. Deadlines for proposal submission are 11:59 p.m. Eastern time on the deadline date. Therefore, there is an approximate 3-hour period during which the Grants.gov Help Desk will NOT be available. Please plan ahead accordingly, as the CDMRP Help Desk is not able to answer questions about Grants.gov submissions.

Phone: 800-518-4726, Monday through Friday 7:00 a.m. to 9:00 p.m. Eastern time

Email: support@grants.gov

Grants.gov will notify Principal Investigators (PIs) of changes made to this Program Announcement and/or Application Package ONLY if the PI clicks on the “send me change notification emails” link and subscribes to the mailing list on the Opportunity Synopsis Page for this announcement. If the PI does not subscribe and the Application Package is updated or changed, the original version of the Application Package may not be accepted.

B. National Technical Information Service

The technical reference facilities of the National Technical Information Service (www.ntis.gov) are available for the purpose of surveying existing knowledge and avoiding needless duplication

of scientific and engineering effort and the expenditure thereby represented. All other sources also should be consulted to the extent practical for the same purpose.

C. Commonly Made Mistakes

- Not obtaining or confirming the organization's DUNS number well before the proposal submission deadline.
- Not obtaining or confirming the organization's registration with the Central Contractor Registry (CCR) well before the proposal submission deadline.
- Failing to request "send me change notification emails" from Grants.gov.
- Not contacting HELP DESKS until just before or after deadlines.
- Not completing the pre-application submission before the mandatory pre-application deadline (pre-application remains in draft status).
- Using an incorrect Grants.gov application package to submit a proposal through Grants.gov. Each Program Announcement/Funding Opportunity requires a specific application package.
- Uploading attachments into incorrect Grants.gov forms.
- Attaching files in the wrong location on Grants.gov forms.
- Submitting attachments that are not PDF documents, except for the R&R Subaward Budget Attachment(s) Form.
- Exceeding page limitations.
- Failing to submit a proposal 48-72 hours before the deadline so that Grants.gov can provide notification of errors and allow for resubmission of application package.
- Failing to submit proposal by submission deadline.

II. FUNDING OPPORTUNITY DESCRIPTION

A. Program History and Objectives

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 FY07 totaled \$2.1 billion. The FY08 appropriation is \$138.0 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 and alliances. 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, 176 Innovator Award proposals have been received and 16 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.

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, an individual selected to submit a full proposal is required to submit an essay addressing his or her area(s) of focus and how he or she will use the award to pursue his or 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 proposal must focus on breast cancer and it is expected that the recipient will commit a minimum of 50% of his or her full-time professional effort to breast cancer research during the tenure of this award.

Individuals must be nominated to be considered for this award mechanism; self-nominations will not be accepted (NEW FOR FY08). Do not submit an Innovator Award proposal unless you receive a letter of invitation.

C. Eligibility

Investigators at all academic levels (or equivalent) are eligible to submit proposals.

Refer to Application Instructions, Appendix 1, for general eligibility information.

D. Funding

Funding for an Innovator Award can be requested for up to \$5M for direct costs for up to a 5-year performance period plus indirect costs as appropriate. No more than \$5M in total direct and indirect costs will be granted in a single year.

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

- salary
- research supplies

- equipment
- clinical costs
- training
- workshops
- travel to scientific/technical meetings
- travel between collaborating institutions

Innovator Award recipients will be required to attend an annual 1½-day LINKS (Leading Innovative Networking and Knowledge Sharing) meeting along with BCRP Era of Hope Scholar, Era of Hope Postdoctoral, and Multidisciplinary Postdoctoral Award recipients, the BCRP Integration Panel, and CDMRP staff for the purpose of open communication and mutual benefit. In addition, the CDMRP requires attendance at the biennially scheduled 3½-day DOD BCRP Era of Hope meeting, which is held to disseminate the results of BCRP-sponsored research.

The CDMRP expects to allot \$20M of the \$138M FY08 BCRP appropriation to fund approximately 3 Innovator Award proposals, depending on the quality and number of proposals received. Funding of proposals received in response to this program announcement is contingent on the availability of Federal funds for this program.

E. Award Administration

Refer to the Application Instructions, Appendix 5, for general information on changes in award personnel or institution.

III. TIMELINE FOR SUBMISSION AND REVIEW

Proposal submission is a two-step process consisting of (1) pre-application submission and (2) proposal submission. *Pre-application submission is a required first step.*

- **Pre-application Submission Deadline:** 5:00 p.m. Eastern time, March 27, 2008
- **Invitation to Submit Proposal** April 25, 2008
- **Confidential Letters of Recommendation** 5:00 p.m. Eastern time, June 19, 2008
- **Proposal Submission Deadline:** 11:59 p.m. Eastern time, June 19, 2008
- **Peer Review:** August 2008
- **Programmatic Review:** September 2008

Awards will be made approximately 4 to 6 months after receiving the funding notification letter, but no later than September 30, 2009.

IV. SUBMISSION PROCESS

Proposal submission is a two-step process consisting of (1) a pre-application submission through the [CDMRP eReceipt system](https://cdmrp.org/) (<https://cdmrp.org/>) and (2) a proposal submission (*requires a letter of invitation*) through [Grants.gov](http://www.grants.gov) (<http://www.grants.gov/>).

Submission of the same research project to different award mechanisms within the same program or to other CDMRP programs is discouraged. The Government reserves the right to reject duplicative proposals.

A. Step 1 – Pre-Application Components and Submission

The pre-application consists of the components discussed below. All pre-application components must be submitted electronically through the [CDMRP eReceipt system](https://cdmrp.org/) by **5:00 p.m Eastern time on the pre-application deadline**. The PI and Organization identified in the proposal submitted through Grants.gov should be the same as those identified in the pre-application. If there is a change in PI or Organization after submission of the pre-application, the PI must contact the eReceipt helpdesk at help@cdmrp.org or 301-682-5507. In addition to the specific instructions below, refer to the Application Instructions for detailed information.

1. Nomination Submission
2. Nominee Identification
3. Nominee Biosketch (two-page limit)
4. Nomination Letter (two-page limit)

The nominator should provide a letter describing the nominee's unique qualifications and accomplishments that demonstrate how this nominee is a true visionary in his or her field. Self nominations will *not* be accepted (**NEW FOR FY08**).

The nomination letter should address the nominee's:

- Unique qualifications that stress creativity in past work,
- Likelihood of continued innovation, and
- Potential for creativity in future work, specifically related to breast cancer.

5. List of Three Individuals Providing Letters of Recommendation

Nomination Screening: Nominations will be reviewed by the BCRP Integration Panel, which is composed of scientists, clinicians, and consumer advocates. Nominees whose qualifications meet the intent of the award mechanism will be invited to submit proposals. Selection will be based on the Nominee's unique qualifications that stress creativity in past work, likelihood of continued innovation, and potential for creativity in future work, specifically related to breast cancer. Each nominee will be notified as to whether they have been invited to submit a proposal. The nomination letter will be provided to nominees who are invited to submit a proposal.

B. Step 2 – Proposal Components and Submission

Proposal submission will not be accepted unless the PI has been invited. Do not submit a proposal unless a letter of invitation has been received. Proposals must be submitted electronically by the Authorized Organizational Representative (AOR) through Grants.gov (www.grants.gov). No paper copies will be accepted.

Each proposal submission must include the completed Grants.gov application package of forms and attachments identified in www.grants.gov for the US Army Medical Research Acquisition Activity (USAMRAA) program announcement. The PI and Organization identified in the proposal submitted through Grants.gov should be the same as those identified in the pre-application. If there is a change in PI or Organization after submission of the pre-application, the PI must contact the eReceipt helpdesk at help@cdmrp.org or 301-682-5507. In addition to the specific instructions below, please refer to the Application Instructions for detailed requirements of each component.

The package includes:

1. SF-424 (R&R) Application for Federal Assistance Form
2. Attachments Form
 - Attachment 1: Project Narrative (five-page limit)

The content of the Project Narrative should state clearly ***why you, the PI, should be selected for this unique award*** and should address the following questions 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
 - References Cited
 - Acronyms and Symbol Definitions
 - Facilities & Other Resources
 - Description of Existing Equipment
 - Publications and/or Patent Abstracts (5-document limit)
 - Letters of Institutional Support
 - Letters of Collaboration (if applicable)
 - Attachment 3: Federal Agency Financial Plan (if applicable)
3. Research & Related Senior/Key Person Profile (Expanded Form)
 - PI Curriculum Vitae (no page limit)
 - PI Current/Pending Support
 - Key Personnel Biographical Sketches (four-page limit each)
 - Key Personnel Current/Pending Support
 4. Research & Related Budget Form
 - Budget Justification
 5. Research & Related Project/Performance Site Location(s) Form
 6. R&R Subaward Budget Attachment(s) Form (if applicable)

Confidential Letters of Recommendation (two-page limit): In addition to the completed Grants.gov application package of forms and attachments, Innovator Award proposals also require the submission of three confidential letters of recommendation by the individuals designated during the pre-application process. The PI should monitor whether the letters have been received; however, the PI is not permitted or 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 helpdesk at help@cdmrp.org or 301-682-5507.

Each letter of recommendation 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

Refer to the Application Instructions, Section II.B., for additional information regarding submission of the letters of recommendation.

V. INFORMATION FOR PROPOSAL REVIEW

A. Proposal Review and Selection Overview

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

The peer review and program review processes are conducted confidentially and anonymously to maintain the integrity of the merit-based selection process. Each tier review requires panelists to sign a non-disclosure statement attesting that proposal 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 correcting actions. Correspondingly, institutional personnel and PIs are prohibited from contacting persons involved in the proposal review process to gain protected evaluation information or to influence the evaluation process. Violations of this prohibition will result in the administrative withdrawal of the institution's proposal. Violations by panelists or PIs that compromise the confidentiality or anonymity of the peer review and program review processes may also result in suspension or debarment of their employing institutions from Federal awards.

The Government reserves the right to review all proposals based on one or more of the required attachments or supporting documentation.

B. Review Criteria

1. Peer Review: All proposals will be evaluated according to the following equally important criteria.

- **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 or she will commit at least 50% effort to breast cancer during the tenure of this award.
- **Relevance and Impact**
 - How the PI's vision for the tenure of the award addresses an important problem(s) in breast cancer.
 - How the PI's goals have the potential to significantly impact breast cancer.

- **Vision and Ideas**

- How clearly described is the PI's vision of what he or 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.

2. Programmatic Review: Criteria used by programmatic reviewers to make funding recommendations that maintain the program's broad portfolio include:

- Ratings and evaluations of the peer reviewers,
- Programmatic relevance,
- Relative innovation and impact,
- Program portfolio balance, and
- Adherence to the intent of the award mechanism.

Scientifically sound proposals that best fulfill the above criteria and most effectively address the unique focus and goals of the program will be identified by Integration Panel members and recommended for funding to the Commanding General, USAMRMC.

VI. COMPLIANCE GUIDELINES

Compliance guidelines have been designed to ensure the presentation of all pre-applications and proposals in an organized and easy-to-follow manner. Peer reviewers expect to see a consistent, prescribed format. Failure to adhere to formatting guidelines makes documents difficult to read, may be perceived as an attempt to gain an unfair competitive advantage, and may result in pre-application or proposal rejection. ***Pre-applications or proposals missing required components as specified in the Program Announcement/Funding Opportunity may be administratively rejected.***

The following will result in administrative rejection of the pre-application:

- Nomination Letter exceeds page limit.
- Nomination Letter is missing.
- Nominee Biosketch exceeds page limit.
- Nominee Biosketch is missing.
- FY08 Integration Panel (IP) members are included in any capacity in the pre-application process and any supporting document. A list of the FY08 IP members may be found at <http://cdmrp.army.mil>.

The following will result in administrative rejection of the entire proposal:

- Project Narrative exceeds page limit.
- Project Narrative is missing.
- Margins are less than specified in the formatting guidelines.
- Print Area exceeds that specified in the formatting guidelines.
- Spacing is less than specified in the formatting guidelines.
- Budget and/or budget justification are missing.
- FY08 Integration Panel (IP) members are included in any capacity in the proposal process, budgets, and any supporting document. A list of the FY08 IP members may be found at <http://cdmrp.army.mil>.

For any other sections of the pre-application or proposal with a defined page limit, pages exceeding the specified limit will be removed and not forwarded for peer review.

Material submitted after the submission deadline, unless specifically requested by the Government, will not be forwarded for peer review.

Proposals that appear to include plagiarized information will be administratively withheld from further consideration pending institutional investigation. The institution will be requested to perform an investigation and provide those findings to the Grants Officer for a determination of the final disposition of the application.