

Program Announcement

Defense Health Program

Defense Medical Research and Development Program

Department of Defense

Congressionally Directed Medical Research Programs

Bone Marrow Failure Research Program

Postdoctoral Fellowship Training Award

Funding Opportunity Number: W81XWH-12-BMFRP-PFTA

Catalog of Federal Domestic Assistance Number: 12.420

SUBMISSION AND REVIEW DATES AND TIMES

- **Pre-Application Submission Deadline:** 5:00 p.m. Eastern time (ET), April 18, 2012
- **Invitation to Submit an Application:** May 2012
- **Application Submission Deadline:** 11:59 p.m. ET, July 16, 2012
- **Peer Review:** September 2012
- **Programmatic Review:** October 2012

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I. FUNDING OPPORTUNITY DESCRIPTION

A. Program Description

Applications for the Bone Marrow Failure Research Program (BMFRP) are being solicited by the Assistant Secretary of Defense for Health Affairs, Defense Health Program. The BMFRP was established in fiscal year 2008 (FY08) to promote innovative research focused on bone marrow failure (BMF). Appropriations for the BMFRP from FY08 through FY11 totaled \$13.75 million (M). The FY12 appropriation is \$3.2M.

The vision of the BMFRP is to understand and cure BMF diseases. Toward that end, the program challenges the scientific community to design innovative research that will advance the understanding of inherited and acquired BMF diseases to improve the health and life of individuals living with these diseases, with the ultimate goals of prevention and/or cure.

FY12 BMFRP Objective: The objective of the BMFRP is to fund scientifically meritorious research focused on BMF syndromes and their long-term sequelae. Investigator-initiated research is encouraged in the areas of congenital or acquired BMF. Studies focused on BMF syndromes and their progression to other malignancies such as leukemia, are acceptable. *However, research primarily focused on myeloproliferative neoplasms, leukemia, or other malignancies is discouraged.* Translational projects including bone marrow transplantation studies are encouraged to address issues that are unique to BMF syndromes. Stem cell biology studies should be clearly related to BMF syndromes.

B. Award Information

The BMFRP Postdoctoral Fellowship Training Award supports exceptionally talented recent doctoral graduates (medical or other) in their pursuit of potentially high-impact BMF research during their postdoctoral training and allows them to obtain the necessary experience for an independent career at the forefront of BMF research.

The following are significant features of this award mechanism:

- 1. Principal Investigator:** For applications submitted to this award mechanism, *the postdoctoral fellow is considered the Principal Investigator* (PI) and therefore should develop all appropriate pre-application and application components (e.g., preproposal and project narratives). The PI should be an exceptionally talented scientist who has a strong desire to pursue a career in BMF research. The PI should demonstrate a personal commitment to pursuing an independent career in BMF research and becoming a leader in the BMF research community.

The PI's qualifications, characteristics, achievements, and letters of recommendation should indicate his/her potential for success in becoming an independent BMF researcher.

- 2. Mentor:** The PI's postdoctoral mentor should possess expertise and experience as a BMF researcher to include BMF funding and peer-reviewed publications. The mentor should demonstrate a clear commitment to guiding the PI's training, research, and career development as a BMF researcher.

3. **Training Program and Environment:** The PI's overall training plan, including the research project, should be suitable for attaining the goals of this award mechanism. The quality of the training program and environment should facilitate the PI's career development as a BMF researcher.
4. **Research:** The proposed research project should include potentially high-impact approaches to BMF research.
 - **Impact:** Proposed research projects should address a central critical issue or question in BMF research. High-impact research will, if successful, significantly advance current methods and concepts for the prevention, detection, diagnosis, and/or treatment of BMF.
 - **Preliminary Data:** Preliminary data, unpublished results from the laboratory of the PI, mentor, or collaborators named on this application, and/or data from the published literature, that are relevant to BMF and the proposed research project should be included.

Use of Human Subjects and Human Anatomical Substances: All Department of Defense (DoD)-funded research projects (new and ongoing) involving human subjects and/or human anatomical substances must be reviewed and approved by the U.S. Army Medical Research and Materiel Command (USAMRMC) Office of Research Protections (ORP), Human Research Protection Office (HRPO), and the local Institutional Review Board of record. The HRPO is mandated to comply with specific laws and directives governing all research involving human subjects that is conducted or supported by the DoD. Refer to General Application Instructions, Appendix 5, for general regulatory requirements. ***Clinical trials are not allowed.*** A clinical trial is defined as a prospective accrual of patients where an intervention (e.g., device, drug, biologic, surgical procedure, rehabilitative modality, behavioral intervention or other) is tested on a human subject for a measurable outcome with respect to exploratory information, safety, effectiveness and/or efficacy. This outcome represents a direct effect on the subject of that intervention or interaction. The FY12 BMFRP is not offering an award mechanism that will support clinical trials; PIs requesting funding for a clinical trial are encouraged to investigate other funding agencies for support. Additional information may be found at https://cdmrp.org/Program_Announcements_and_Forms/ and in the General Application Instructions, Appendix 5.

The Congressionally Directed Medical Research Programs (CDMRP) intends that data and research resources generated by CDMRP-funded research activities be made available to the research community (which includes both scientific and consumer advocacy communities) and to the public at large. For additional guidance, refer to the General Application Instructions, Appendix 4, Section K.

C. Eligibility Information

- To be eligible to submit an application, the PI must have:
 - Successfully completed the requirements for a doctoral degree as of the ***application submission deadline***,

- A total of less than 4 years of postdoctoral research experience (excluding clinical residency or clinical fellowship training) as of the application submission deadline, and
- At least 75% protected time for research.
- Cost sharing/matching is not an eligibility requirement.
- Refer to the General Application Instructions, Appendix 1, for general eligibility information.

D. Funding

- The maximum period of performance is **2** years.
- The maximum allowable direct costs for the entire period of performance are **\$120,000** plus indirect costs.
- All direct and indirect costs of any subaward (subgrant or subcontract) must be included in the total direct costs of the primary award.
- The applicant may request the entire maximum funding amount for a project that may have a period of performance less than the maximum **2** years.
- Regardless of the period of performance proposed, the applicant may not exceed the maximum allowable direct costs. Indirect costs shall be proposed in accordance with the organization's negotiated rate agreement, *up to a maximum rate of 8%*.

Refer to the General Application Instructions, Section II.C., for budget regulations and instructions for the Research & Related Budget. In addition, for this award mechanism, direct costs:

May be requested for (not all-inclusive):

- Salary/stipend (PI only)
- Health insurance
- Workshops, seminars, and courses (including tuitions, books, and other supplies)
- Travel between collaborating organizations
- Travel costs of up to \$1,800 per year to attend scientific/technical meetings

Shall not be requested for:

- Mentor salary
- Technician salary
- Equipment
- Research supplies or related costs
- Subaward costs

The CDMRP expects to allot approximately \$388,800 of the \$3.2M FY12 BMFRP appropriation to fund approximately three Postdoctoral Fellowship Training 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.

II. SUBMISSION INFORMATION

Submission is a multi-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 prohibited. The Government will reject duplicative applications.

A. Where to Obtain the Application Package

To obtain the complete application package, including all required forms, perform a Grants.gov (<http://www.grants.gov/>) basic search using the Funding Opportunity Number: W81XWH-12-BMFRP-PFTA.

B. Pre-Application Submission Content and Form

All pre-application components must be submitted by the PI through the CDMRP eReceipt System (<https://cdmrp.org/>). Because the invitation to submit an application is based on the contents of the pre-application, investigators should not change the title or research objectives after the pre-application is submitted.

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 any changes are necessary after submission of the pre-application, the PI must contact the CDMRP Help Desk at help@cdmrp.org or 1-301-682-5507.

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, Section II.B., for additional information on pre-application submission):

- **Application Information – Tab 1**
- **Application Contacts – Tab 2**
- **Collaborators and Conflicts of Interest (COI) – Tab 3**

FY12 BMFRP Integration Panel (IP) members should not be involved in any pre-application or application. For questions related to IP members and pre-applications or applications, refer to Section IV.C., Withdrawal, or contact the CDMRP Help Desk at help@cdmrp.org or 1-301-682-5507.

- **Required Files – Tab 4**

Preproposal Narrative (two-page limit): The Preproposal Narrative page limit applies to text and any figures, tables, graphs, photographs, diagrams, chemical structures, pictures, pictorials, and cartoons.

The Preproposal Narrative should include the following:

- **Personnel:** Clearly describe how the PI is eligible for this award. Explain how the PI is an exceptionally talented candidate with examples of pursuing innovative solutions, and/or potentially high-impact research. Articulate accomplishments and awards received by the candidate. Describe how the mentor has demonstrated a record of accomplishment in BMF research.
- **Training Program and Environment:** Clearly outline the training program and environment including a timeline, coursework, laboratory techniques, conferences, seminars, journal clubs, and/or teaching responsibilities. Indicate specifically how the training program and environment will advance the PI's development as a BMF researcher. Describe any multidisciplinary aspects of the training plan (if applicable; not required). Describe how the mentor will participate in the PI's postdoctoral training program.
- **Commitment to Bone Marrow Failure Research:** Clearly articulate the PI's commitment to a research career conducting innovative BMF research. Describe the PI's long-term research career goals after the completion of this award.
- **Research Idea:** State the project's objectives. Explain how the rationale and specific aims support the project's objectives. Give a brief description of research strategies.
- **Impact:** Explain the potential impact of the proposed research project and how it will, if successful, move the research field toward achieving the BMFRP's vision to understand and cure BMF diseases.

Pre-Application Supporting Documentation: The items to be included as supporting documentation for the pre-application are limited to:

- **References Cited (one-page limit):** List the references cited (including URLs if available) in the preproposal narrative 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).
- **List of Abbreviations, Acronyms, and Symbols:** Provide a list of abbreviations, acronyms, and symbols.
- **PI and Mentor Biographical Sketches (four-page limit per individual):** Include biographical sketches for the PI and mentor.
- **Letter of Recommendation from the Mentor (two-page limit recommended):**
The mentor's letter of recommendation should include the:
 - PI's potential to become a successful and independent researcher in the field of BMF.

- Mentor's commitment to the training, research, and career development, and mentorship of the PI, including details of the mentor's proposed interactions with the PI during the PI's tenure as a postdoctoral fellow.
- Mentor's experience in conducting innovative research, evidence of current funding for BMF research, and record of training other postdoctoral fellows.
- Relevance of the proposed research project to training the PI as a BMF researcher.
- o **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. If the PI is invited to submit an application, each individual will receive an email generated from the CDMRP eReceipt System containing specific instructions on how to upload his/her letter. Letters of recommendation are only required for invited applications and are due by 5:00 p.m. ET on the application deadline.
- o **Letter of Organizational Support:** Provide a letter, signed by the appropriate organization official, indicating the amount of protected time the PI will have for conducting BMF research for the duration of this award.
- **Submit Pre-Application – Tab 5**
This tab must be completed for the pre-application to be accepted and processed by the CDMRP.
- **Other Documents Tab**
No additional documents are required.

Pre-Application Screening

- **Pre-Application Screening Criteria**
To determine the technical merits of the pre-application and the relevance to the mission of the DoD and the BMFRP, pre-applications will be screened based on the following criteria:
 - o **Adherence to the intent of the award mechanism**
 - o **Principal Investigator**
 - Whether the PI meets the eligibility requirements.
 - To what extent the PI's qualifications, characteristics, and achievements indicate a potential for a successful career in BMF research.
 - To what extent the PI's stated career goals demonstrate a commitment to pursuing an independent career as a BMF researcher.
 - To what extent the letter of recommendation from the mentor supports the PI's potential for a successful career in BMF research.
 - o **Mentor**

- Whether the mentor is an established BMF researcher, as evidenced by a record of funding and publications in this area.
- To what extent the mentor's experience indicates the potential for successful training of the PI as a BMF researcher.
- To what extent the mentor's research experience, research program, committed resources, and level of effort are appropriate for the proposed training program.
- o **Training Program and Environment**
 - To what extent the training program is described in sufficient detail to judge its merit and ability to augment the PI's expertise.
 - How well the training will prepare the PI for an independent career in BMF research.
 - Whether the scientific environment is appropriate for the proposed training.
 - To what extent the training requirements are adequately supported by the availability of facilities and resources (including any collaborative arrangements).
- o **Research**
 - **Research Idea:** How well the proposed project addresses a central critical problem or question in BMF research.
 - **Impact:** To what degree the proposed research, if successful, will make an important contribution that significantly advances current methods and concepts toward the BMFRP vision of understanding and curing BMF diseases.
- **Notification of Pre-Application Screening Results**

Following the pre-application screening, PIs will be notified as to whether or not they are invited to submit applications; however, they will not receive feedback (e.g., a critique of strengths and weaknesses) on their pre-application.

Pre-application notification dates are indicated on the [title page](#) of this Program Announcement/Funding Opportunity.

C. Application Submission Content and Form

Applications will not be accepted unless the PI has received notification of invitation.

Each application submission must include the completed application package of forms and attachments provided in Grants.gov for this Program Announcement/Funding Opportunity. The application package is submitted by the Authorized Organizational Representative through the Grants.gov portal (<http://www.grants.gov/>).

Grants.gov application package components: For the Postdoctoral Fellowship Training Award, the Grants.gov application package includes the following components (refer to the General Application Instructions, Section II.C., for additional information on application submission):

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

2. Attachments Form

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

Describe the proposed project in detail using the outline below.

PI’s Career Goals: The PI should describe his/her career goals and how the proposed training and research experience will promote his/her career development in BMF research. Describe how the PI’s goals are consistent with developing a career as a leader at the forefront of BMF research. The PI should discuss his/her career/research plans after the completion of this award.

Training Program: Describe the training program, which may include laboratory techniques, conferences, seminars, journal clubs, teaching responsibilities, and/or clinical responsibilities. Provide a timeline for the training program and describe how it is integrated with and designed to support the proposed research. Explain how the training program is supported by the training environment; this should include a description of ongoing BMF research at the organization. Include information on training or collaborations with other investigators.

Research Project: Indicate how the proposed research has the potential to impact BMF.

- **Background:** Present the ideas and reasoning behind the proposed research, to include relevant literature citations.
- **Hypothesis or Objective:** State the hypothesis to be tested or the objective to be reached. Include preliminary data to support the hypothesis and research strategy.
- **Specific Aims:** Concisely explain the project’s specific aims to be supported by this application.
- **Research Strategy:** Describe the experimental design, methods, and analyses, including appropriate controls, appropriately powered statistical plan in sufficient detail for analysis. Include preliminary data to support the hypothesis and research strategy. Address potential problem areas and present alternative methods and approaches. If human subjects or human biological samples will be used, include a detailed plan for the recruitment of subjects or the acquisition of samples. *This award may not be used to conduct clinical trials.*
- **Impact:** Provide a brief statement regarding the potential impact of this work on BMF.

- **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. *There are no page limits for any component unless otherwise noted. Include only those components described below; inclusion of items not requested may result in administrative rejection of the application.*
 - References Cited: List the references cited (including URLs if available) in the project narrative 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).
 - List of Abbreviations, Acronyms, and Symbols: Provide a list of abbreviations, acronyms, and symbols.
 - Mentor Qualifications (two-page limit): Include a description of the qualifications of the mentor and co-mentor (if applicable). Specifically address the following:
 - Experience in conducting innovative research
 - Experience in BMF to include publications and funding
 - Record and success in mentoring pre- and postdoctoral trainees
 - 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 award. Indicate if Government-owned facilities or equipment are proposed for use. Reference should be made to the original or present award 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 a copy/copies of the published manuscript(s) must be included in Attachment 2. 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, reflecting the laboratory space, equipment, and other resources available for the project.
 - Letters of Collaboration (if applicable): Provide a signed letter from each collaborating individual or organization that will demonstrate that the PI has the support or 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.
 - Transcripts: Include a copy of the PI’s transcripts from all graduate institutions attended. All foreign-language transcripts must be accompanied by a certified English translation. The Government reserves the right to request official transcripts during award negotiations. Diplomas are not acceptable in lieu of

academic transcripts. If an institution does not provide academic transcripts (i.e., a record of courses completed, grades and credit hours earned, and indication of completion of degree), complete and include the Academic Statement (available for download on the Full Announcement page in Grants.gov) in place of the transcript.

- **Attachment 3: Technical Abstract (one-page limit):** Upload as “TechAbs.pdf.”

The technical abstract is used by all reviewers; however, programmatic reviewers do not have access to the full application and rely on the technical abstract for appropriate description of the project’s key aspects. The technical abstract should address the following elements:

- Training Plan
 - The PI should describe his/her career goals and how the proposed training supports him/her in attaining these goals.
 - The PI should describe how the proposed research project will train him/her to make valuable contributions to the study and/or treatment of BMF.
 - The PI should describe how the proposed training in an early career investigator will promote his/her career development in BMF research.
- Research Plan
 - Background: Present the ideas and reasoning behind the proposed work.
 - Objective/Hypothesis: State the objective/hypothesis to be tested. Provide evidence or rationale that supports the objective/hypothesis.
 - Specific Aims: State the specific aims of the study.
 - Study Design: Briefly describe the study design including appropriate controls.
- Impact: Summarize how the proposed research will have an impact on BMF research and/or patient care.

- **Attachment 4: Lay Abstract (one-page limit):** Upload as “LayAbs.pdf.”

Lay abstracts should be written using the outline below. Do not duplicate the technical abstract. The lay abstract is used by lay peer reviewers along with other components of the application package. Programmatic reviewers do not have access to the full application and rely on the lay abstract for appropriate description of the project’s key aspects.

- Describe the scientific objective and rationale for the proposed project in a manner that will be *readily understood by readers without a background in science or medicine*.
- Describe the PI’s career goals in BMF research.
 - How does the training program support the PI in attaining these goals?
 - How does the research plan support the PI in attaining these goals?

- Describe the ultimate applicability of the research.
 - What types of patients will it help, and how will it help them?
 - What are the potential clinical applications, benefits, and risks?
 - What is the projected time it may take to achieve a patient-related outcome?
 - What are the likely contributions of this study to advancing the field of BMF research?
 - Summarize how the proposed research will have an impact on BMF research and/or patient care.
 - **Attachment 5: Statement of Work (SOW) (three-page limit):** Upload as “SOW.pdf.” Refer to the General Application Instructions, Section II.C., for detailed information.
 - **Attachment 6: Impact Statement (one-page limit):** Upload as “Impact.pdf.”
Describe why the proposed research project is important to understanding the causes and progression of BMF and/or improvements in patient care and/or quality of life.
 - **Describe the short-term impact:** Detail the anticipated outcome(s)/product(s) (intellectual and/or tangible) that will be directly attributed to the results of the proposed research.
 - **Describe the long-term impact:** Explain the potential long-term impact of this study on the field of research and/or patient care. Describe the anticipated long-term gains from this research course and compare these to BMF information/products currently available, if applicable.
 - **Attachment 7: Eligibility Statement (one-page limit):** Upload as “Eligibility.pdf.”
Complete the Eligibility Statement (available for download on the Full Announcement page in Grants.gov).
- 3. Research & Related Senior/Key Person Profile (Expanded):** Refer to the General Application Instructions, Section II.C., for detailed information.
- PI Biographical Sketch (four-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.”
 - Include mentor’s (and co-mentor’s, if applicable) biographical sketch.
 - Key Personnel Current/Pending Support (no page limit): Upload as “Support_LastName.pdf.”
 - Include mentor’s (and co-mentor’s, if applicable) current/pending support.

4. **Research & Related Budget:** Refer to the General Application Instructions, Section II.C., for detailed information.
 - Budget Justification (no page limit): Upload as “BudgetJustification.pdf.”
5. **Project/Performance Site Location(s) Form:** Refer to the General Application Instructions, Section II.C., for detailed information.
6. **R & R Subaward Budget Attachment(s) Form (if applicable):** Refer to the General Application Instructions, Section II.C., for detailed information.

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

1. **Three Confidential Letters of Recommendation (two-pages per letter recommended):** Confidential letters of recommendation must be submitted by the three individuals. The individuals submitting letters must include the mentor and co-mentor (if applicable). The letter from the mentor or co-mentor should be different from the one submitted for pre-application screening. 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 in the eReceipt System; 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 Help Desk at help@cdmrp.org or 1-301-682-5507.
 - **Confidential letter(s) of recommendation from the mentor(s):** A letter must come from the PI’s mentor, describing his/her commitment to the PI’s training, career development, and mentorship. If the PI has a co-mentor, then that individual must also submit a letter of recommendation. Each mentor’s or co-mentor’s letter of recommendation should describe:
 - The PI’s potential to become a successful and independent BMF researcher;
 - The degree to which the PI participated in the idea development and application preparation;
 - The mentor’s or co-mentor’s commitment to the training, career development, and mentorship of the PI, including details of his/her proposed interactions with the PI during the PI’s training and how he/she intends to support the PI’s research endeavors; and
 - The relevance of the proposed research project to training the PI in BMF.
 - **Additional confidential letter(s) of recommendation:** The remaining letter(s) should highlight the PI’s potential for success in pursuing a career in BMF research. Specifically, each letter should include the writer’s perspective on:
 - The PI’s qualifications, characteristics, and achievements;

- The PI's potential for productivity and desire for establishing a successful career at the forefront BMF research;
- The relevance of the proposed research project to training the PI in BMF; and
- The suitability of the mentor and training environment for providing the PI with a solid foundation in BMF research.

D. Submission Dates and Times

All submission dates and times are indicated on the [title page](#) of this Program Announcement/Funding Opportunity. Pre-application and application submissions are required. Failure to meet any one of the deadlines will result in application rejection.

E. Other Submission Requirements

Refer to the General Application Instructions, Appendix 2, for detailed formatting guidelines.

All applications must be submitted through Grants.gov. Organizations are required to provide a Data Universal Number System (DUNS) number and register with the Central Contractor Registry (CCR) to submit applications through the Grants.gov portal. Refer to the General Application Instructions, Appendix 3, for information on Grants.gov requirements.

III. APPLICATION REVIEW INFORMATION

A. Application Review and Selection Process

All applications are evaluated by scientists, clinicians, and consumer advocates using a two-tier review process. The first tier is a peer review of applications against established criteria for determining technical merit. The second tier is a programmatic review that compares applications to each other and makes recommendations for funding to the Commanding General, U.S. Army Medical Research and Materiel Command (USAMRMC), based on technical merit, the relevance to the mission of the DoD and the BMFRP, and the specific intent of the award mechanism. The highest-scoring applications from the first tier of review are not automatically recommended for funding. Additional information about the two-tier review process used by the CDMRP can be found at <http://cdmrp.army.mil/about/fundingprocess>.

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, the unauthorized disclosure of confidential information of one party to another third party is a crime in accordance with Title 18 United States Code 1905.

B. Application Review Criteria

1. Peer Review: To determine technical merit, all applications will be evaluated according to the following scored criteria, which are of equal importance:

- **Principal Investigator**

- To what extent the PI's achievements (as reflected by exceptional academic performance, awards, honors, and/or previous publications and funding) indicate a potential for a successful career as a BMF researcher.
- To what extent the PI's stated career goals demonstrate a strong personal commitment to pursuing an independent career in BMF research.
- To what extent the letters of recommendation from the mentor(s) and other(s), support the PI's potential for a productive career as a BMF researcher.
- Whether the proposed PI's level of effort is appropriate for successful training and completion of the proposed work.

- **Mentor(s)**

- To what extent the training experience, career achievements, and areas of interest indicate the potential of the mentor to successfully train the PI in BMF research.
- Whether the mentor's background, funding, and publication record demonstrates an expertise in BMF research.
- To what extent the mentor's own training and experience in BMF research, his/her research program(s), and committed resources support his/her ability to supervise the PI's training and research project.
- Whether the mentor's letter indicates a high level of commitment to training the PI.
- Whether the quality of the application suggests that the mentor provided appropriate guidance in its preparation.

- **Training Program and Environment**

- How well the PI has outlined a detailed, individualized training program that will effectively prepare the PI for a career in BMF research.
- Whether the training program and research project are appropriately integrated.
- To what extent the scientific environment is appropriate for the proposed training activities, including professional interaction with established BMF researchers.
- To what extent the training and research requirements are adequately supported by the availability of and accessibility to facilities and resources (including collaborative arrangements).

- **Research Project**

- How well the scientific rationale supports the project and its feasibility as demonstrated by a critical review and analysis of the literature, relevant preliminary data, and/or logical reasoning.
- How well the hypotheses or objectives, aims, experimental design, methods, and analyses are developed.
- How well the PI acknowledges potential problems and addresses alternative approaches.
- **Impact**
 - To what degree the expected results of the project will contribute to the goal of advancing research in BMF.
 - How the research will decrease the pain and suffering from BMF in either the short or long term.

In addition, the following unscored criteria will also contribute to the overall evaluation of the application:

- **Budget**
 - Whether the budget is appropriate for the proposed research and within the limitations of this Program Announcement/Funding Opportunity.
- **Application Presentation**
 - To what extent the writing, clarity, and presentation of the application components influenced the review.

2. Programmatic Review: To determine the application's relevance to the mission of the DoD and the BMFRP, as well as to make funding recommendations, the following equally considered criteria are used by programmatic reviewers:

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

C. Recipient Qualification

Refer to the General Application Instructions, Appendix 1, for additional information on organization and Government agency requirements.

D. Application Review Dates

All application review dates and times are indicated on the [title page](#) of this Program Announcement/Funding Opportunity.

E. Notification of Application Review Results

Each PI and organization will receive notification of the funding recommendation. Each PI will receive a scientific peer review summary statement on the strengths and weaknesses of the application.

IV. ADMINISTRATIVE ACTIONS

After receipt of pre-applications from CDMRP eReceipt or applications from Grants.gov, the following administrative actions may occur:

A. Rejection

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

- Preproposal Narrative exceeds page limit.
- Preproposal Narrative is missing.

The following will result in administrative rejection of the application:

- Project Narrative exceeds page limit.
- Project Narrative is missing.
- Budget is missing.
- Submission of the same research project to different funding opportunities within the same program and fiscal year.
- Submission of an application for which a letter of invitation was not received.

B. Modification

- Pages exceeding the specified limits will be removed prior to review for all documents other than the Project Narrative and Preproposal Narrative.
- Documents not requested will be removed.
- Following the application deadline, the PI may be contacted by CDMRP via email with a request to provide certain missing supporting documents (excluding those listed in Section IV.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 pre-application or application:

- A FY12 BMFRP IP member is named as being involved in the research proposed or is found to have assisted 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 FY12 BMFRP IP members can be found at <http://cdmrp.army.mil/bmfrp/panels/panels12>.

- 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 Research & Related Budget exceed the maximum allowed by this Program Announcement/Funding Opportunity.
- Inclusion of URLs, with the exception of links in References Cited and Publication and/or Patent Abstract sections.
- Page size is larger than 8.5 inches x 11.0 inches (approximately 21.59 cm x 27.94 cm).
- Inclusion of any employee of CDMRP review contractors in applications for funding without adequate plans to mitigate conflicts of interest. Refer to the General Application Instructions, Section II.B., for detailed information.
- The proposed research is, or requests funding for, a clinical trial.
- The PI does not meet the eligibility criteria.
- The PI of the application is not the PI proposed in the pre-application.

D. Withhold

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

V. AWARD ADMINISTRATION INFORMATION

A. Award Notice

Awards will be made no later than September 30, 2013. Refer to the General Application Instructions, Appendix 4, for additional award administration information.

B. Administrative and National Policy Requirements

Refer to the General Application Instructions, Appendix 4, Section D, for general information regarding administrative and national policy requirements.

C. Reporting

Refer to the General Application Instructions, Appendix 4, Section E, for general information on reporting requirements.

D. Award Transfers

Changes in PI are not allowed, except under extenuating circumstances that will be evaluated on a case-by-case basis and at the discretion of the Grants Officer.

Refer to the General Application Instructions, Appendix 4, Section F, for general information on organization or PI changes.

VI. AGENCY CONTACTS

A. CDMRP Help Desk

Questions related to Program Announcement/Funding Opportunity content or submission requirements as well as questions related to the submission of the pre-application through the CDMRP eReceipt System should be directed to the CDMRP Help Desk, which is available Monday through Friday from 8:00 a.m. to 5:00 p.m. ET. Response times may vary depending upon the volume of inquiries.

Phone: 1-301-682-5507

Email: help@cdmrp.org

B. Grants.gov Contact Center

Questions related to application submission through the Grants.gov portal should be directed to the Grants.gov Contact Center, which is available 24 hours a day, 7 days a week (closed on U.S. Federal holidays). Note that the CDMRP Help Desk is unable to provide technical assistance with Grants.gov submission.

Phone: 1-800-518-4726

Email: 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

Grants.gov Application Components	Action	Completed
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.	
	Upload Technical Abstract (TechAbs.pdf) as Attachment 3.	
	Upload Lay Abstract (LayAbs.pdf) as Attachment 4.	
	Upload Statement of Work (SOW.pdf) as Attachment 5.	
	Upload Impact Statement (Impact.pdf) as Attachment 6.	
	Upload Eligibility Statement (Eligibility.pdf) as Attachment 7.	
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.	
Research & Related Budget	Complete as instructed. Attach Budget Justification (BudgetJustification.pdf) to the appropriate field.	
Project/Performance Site Location(s) Form	Complete form as instructed.	
R & R Subaward Budget Attachment(s) Form	Complete form as instructed.	
Additional Application Components	Action	Completed
Confidential Letters of Recommendation	Confirm upload to CDMRP eReceipt System.	