Program Announcement

Defense Health Program

Department of Defense
Congressionally Directed Medical Research Programs

Duchenne Muscular Dystrophy Research Program

Therapeutic Idea Award

Funding Opportunity Number: W81XWH-12-DMDRP-TIA
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), July 25, 2012
- **Invitation to Submit an Application:** September 2012
- **Application Submission Deadline:** 11:59 p.m. ET, November 7, 2012
- **Peer Review:** January 2013
- **Programmatic Review:** February 2013

TABLE OF CONTENTS

I. Funding Opportunity Description 3
- A. Program Description 3
- B. FY12 DMDRP Focus Areas 3
- C. Award Information 3
- D. Eligibility Information 4
- E. Funding 4

II. Submission Information 5
- A. Where to Obtain the Application Package 5
- B. Pre-Application Submission Content and Form 5
- C. Application Submission Content and Form 7
- D. Submission Dates and Times 10
- E. Other Submission Requirements 11

III. Application Review Information 11
- A. Application Review and Selection Process 11
- B. Application Review Criteria 11
- C. Recipient Qualification 13
- D. Application Review Dates 13
- E. Notification of Application Review Results 13

IV. Administrative Actions 13
- A. Rejection 13
- B. Modification 14
- C. Withdrawal 14
- D. Withhold 14

V. Award Administration Information 15
- A. Award Notice 15
- B. Administrative and National Policy Requirements 15
- C. Reporting 15
- D. Award Transfers 15

VI. Agency Contacts 15
- A. CDMRP Help Desk 15
- B. Grants.gov Contact Center 15

VII. Application Submission Checklist 16

I. FUNDING OPPORTUNITY DESCRIPTION

A. Program Description

Applications for the Duchenne Muscular Dystrophy Research Program (DMDRP) are being solicited by the Assistant Secretary of Defense for Health Affairs, Defense Health Program. The DMDRP was established in 2011 to provide support for research of exceptional scientific merit and to promote the understanding, diagnosis, and treatment of DMD. Fiscal Year 2011 (FY11) appropriations for the DMDRP totaled $4 million (M). The FY12 appropriation is $3.2M.

The vision of the FY12 DMDRP is to extend and improve the function, quality of life, and lifespan for all individuals diagnosed with DMD. As such, the DMDRP is seeking to fund research to accelerate the development and clinical testing of new therapeutics and increase our understanding of successes and failures in clinical trials.

B. FY12 DMDRP Focus Areas

All applications for the FY12 DMDRP funding opportunity are highly encouraged to address at least one of the following focus areas:

- Developing biomarkers to improve evaluation of diagnosis, disease severity, disease progression, and/or response to treatment.
- Assessment of clinical trial outcomes, such as:
  - Molecular, functional, imaging, etc.
  - Testing and validating surrogate markers
  - Evaluating potential composite scores for outcomes assessment
  - Patient outcomes, e.g., quality of life, activities of daily living
- Developing interventions to improve clinical care and quality of life (e.g., exercise, behavioral interventions).
- Extension or expansion of preclinical data in support of the therapeutic development path.

C. Award Information

The DMDRP Therapeutic Idea Award mechanism is being offered for the first time in FY12. It is designed to promote new ideas that are still in the early stages of development with the potential to yield high-impact data and new avenues of investigation for novel therapeutics for DMD treatment. This award mechanism supports conceptually innovative, high-risk/high-reward research that could ultimately lead to critical discoveries or major advancement in DMD therapeutics. Research projects should include a well-formulated, testable hypothesis based on strong scientific rationale.

Presentation of preliminary data is not consistent with the intent of the Therapeutic Idea Award mechanism. While the inclusion of preliminary data is not prohibited, the strength of the application should not rely on preliminary data.

Innovation and Impact are the most important aspects of the Therapeutic Idea Award.

Innovation: Research deemed innovative may introduce a new paradigm, challenge current paradigms, introduce novel concepts or agents, or exhibit other uniquely creative qualities that may lead to potential therapies for DMD (e.g., drug repurposing studies). Innovative research may include high-risk approaches to DMD research. Research that is investigating the next logical step or is an incremental advance upon published data is not considered innovative.

Impact: Research that has high potential to significantly impact development of therapeutics for DMD.

Research involving human subjects and human anatomical substances is permitted; however, clinical trials are not allowed under this funding opportunity. A clinical trial is defined as a prospective accrual of human subjects 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 human subject of that intervention or interaction. For more information on clinical trials and clinical research overall, a Human Subject Resource Document is provided on the CDMRP eReceipt System at https://cdmrp.org/Program_Announcements_and_Forms/.

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.

D. Eligibility Information

- Independent investigators at or above the level of Assistant Professor (or equivalent).
- Cost sharing/matching is not an eligibility requirement.
- Refer to the General Application Instructions, Appendix 1, for general eligibility information.

E. Funding

- The maximum period of performance is **2** years.
- The maximum allowable direct costs for the entire period of performance are **$300,000** 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.

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
- Research supplies
- Equipment
- Clinical research costs (No clinical trials allowed)
- Travel between collaborating organizations
- Travel costs of up to $1,800 per year to attend scientific/technical meetings

The CDMRP expects to allot approximately $0.48M of the $3.2M FY12 DMDRP appropriation to fund approximately 1 Therapeutic Idea Award application, 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-DMDRP-TIA.

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. 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 DMDRP 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 (1-301-682-5507).

- **Required Files – Tab 4**

  Preproposal Narrative (2-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:

  - **Rationale:** Clearly articulate the rationale for the project by presenting the ideas and reasoning that support it; include relevant literature citations.
  - **Hypothesis or Objective:** State the hypothesis to be tested or the objective to be reached.
  - **Research Approach:** State the project's specific aims and briefly describe the experimental approach to be used for accomplishing the aims.
  - **Innovation:** Describe how the project may introduce a new paradigm, challenge current paradigms, introduce novel concepts or agents, or exhibit other uniquely creative qualities that may lead to potential therapeutics for DMD.
  - **Impact:** Describe how the proposed research will have an impact on the development of therapeutics for DMD.

  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 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.
  - Key Personnel Biographical Sketches (four-page limit per individual): Include biographical sketches for the PI and other key collaborators.

- **Submit Pre-Application – Tab 5**

  This tab must be completed for the pre-application to be accepted and processed by 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 Department of Defense (DoD) and the DMDRP, pre-applications will be screened based on the following criteria:

  - **Innovation:** How the project may introduce a new paradigm, challenge current paradigms, introduce novel concepts or agents, or exhibit other uniquely creative qualities that may lead to potential therapeutics for DMD.
  - **Impact:** How the proposed work will have an impact on the development of therapeutics for DMD.
  - **Research Approach:** To what degree the experimental approach for accomplishing the specific aims is feasible and addresses the hypothesis or objective.

- **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-applications.

  The date for the invitation to submit an application is 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 an invitation to submit an application.

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 Therapeutic Idea 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 (eight-page limit):** Upload as "ProjectNarrative.pdf."

     Throughout the Project Narrative, describe how the proposed research is innovative and the potential impact it may have on the development of DMD therapeutics. Presentation of preliminary data is not required. However, PIs must demonstrate

logical reasoning and a sound scientific rationale established through a critical review and analysis of the literature for the application to be competitive.

- **Background:** Present the ideas and reasoning behind the proposed work. Cite relevant literature. Describe previous experience most pertinent to this project.
- **Hypothesis or Objective:** State the hypothesis to be tested or the objective to be reached.
- **Specific Aims:** Concisely explain the project's specific aims and their relevance to the study objective(s).
- **Research Strategy:** Describe the experimental design, methods, and analyses, including appropriate controls, in sufficient detail for analysis. 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. Describe the statistical plan, if appropriate, for the research proposed.

- **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.
  - 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) (two-page limit per letter): 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.
- Data and Research Resources Sharing Plan (if applicable): Describe how data and resources generated during the performance of the project will be shared with the research community. Refer to the General Application Instructions, Appendix 4, for more information about the CDMRP's expectations for making data and research resources publically available

- **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.

  Technical abstracts should be written using the outline below.

  - 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.
  - Innovation: Briefly describe how the proposed project is innovative.
  - Impact: Briefly describe how the proposed project will have an impact on the development of therapeutics for DMD.

- **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.***

  - 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 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? If the research is too basic for clinical applicability, describe the interim outcomes expected and their applicability to the field.
    - What is the projected time it may take to achieve a patient-related outcome?
    - What are the likely contributions of this study in advancing the development of therapeutics for DMD?

- **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 the ultimate vision for how the proposed work, if successful, will impact the development of therapeutics for DMD.
- **Attachment 7: Innovation Statement (one-page limit):** Upload as "Innovation.pdf." Summarize how the proposed study is innovative. Investigating the next logical step or incremental advancement on published data is not considered innovative. The following examples of ways in which proposed studies may be innovative, ***although not all-inclusive***, are intended to help PIs frame the innovative features of their applications:
    - Study concept: Investigation of a novel idea and/or research question.
    - Research method or technology: Use of novel research methods or new technologies, including technology development, to address a research question.
    - Clinical interventions: Use of a novel method or technology for preventing, detecting, diagnosing, or treatment.
    - Existing methods or technologies: Application or adaption of existing methods or technologies for novel research or clinical purposes, or for research or clinical purposes that differ fundamentally from these originally intended.

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."
    - Key Personnel Current/Pending Support (no page limit): Upload as "Support_LastName.pdf."

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.

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 Numbering 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, based on technical merit, the relevance to the mission of the DoD and DMDRP 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. Of these criteria, Innovation and Impact are equally the most important, with the remaining criteria listed in decreasing order of importance:

   - **Innovation**
     - How well the research proposes new paradigms or challenges existing paradigms in one or more of the following ways: Concept or question, research methods or technologies, or adaptations of existing methods or technologies that will lead to new therapies for DMD.

- How well the application describes a new research idea and not the next logical step or continuation of a previous research project.
- To what degree the proposed research presents more than an incremental advance upon published data.
- How the proposed research introduces a novel concept or agent for treatment of DMD.

- **Impact**
  - How well the research, if successful, might make a significant contribution toward the development of therapeutics for DMD.
  - How the potential gain warrants the perceived risk.
- **Research Strategy and Feasibility**
  - How well the scientific rationale supports the project and its feasibility, as demonstrated by a critical review and analysis of the literature and/or by logical reasoning.
  - How well the hypotheses or objectives, aims, experimental design, methods, and analyses are developed and integrated into the project.
  - How well the PI acknowledges potential problems and addresses alternative approaches.

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

- **Personnel**
  - How the PI, the research team, and any collaborators' background and expertise are appropriate to accomplish the proposed work.
  - How the levels of effort are appropriate for successful conduct of the proposed work.
- **Environment**
  - How the scientific environment is appropriate for the proposed research.
  - How the research requirements are supported by the availability of and accessibility to facilities and resources.
  - How the quality and extent of organizational support are appropriate for the proposed research.
- **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 DMDRP, 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 innovation and impact on DMD

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 DMDRP Integration Panel (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 DMDRP IP members can be found at http://cdmrp.army.mil/newprogs11/dmdrp/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.

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 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. Annual technical progress reports will be required.

D. Award Transfers

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 Innovation Statement (Innovation.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.	