

# Program Announcement

Department of Defense Congressionally Directed Medical Research Programs

Ovarian Cancer Research Program

Ovarian Cancer Academy Award

Funding Opportunity Number: W81XWH-09-OCRP-OCA

## TABLE OF CONTENTS

<b>I.</b>	<b>FUNDING OPPORTUNITY DESCRIPTION</b> .....	<b>2</b>
	A. Program Objectives.....	2
	B. Award Description.....	2
	C. Eligibility.....	4
	D. Funding.....	5
	E. Award Administration.....	6
<b>II.</b>	<b>TIMELINE FOR SUBMISSION AND REVIEW</b> .....	<b>7</b>
<b>III.</b>	<b>SUBMISSION PROCESS</b> .....	<b>7</b>
	A. Step 1 – Pre-Application Components and Submission.....	7
	B. Step 2 – Application Components and Submission.....	8
<b>IV.</b>	<b>INFORMATION FOR APPLICATION REVIEW</b> .....	<b>11</b>
	A. Application Review and Selection Overview.....	11
	B. Review Criteria.....	12
<b>V.</b>	<b>ADMINISTRATIVE ACTIONS</b> .....	<b>16</b>
<b>VI.</b>	<b>CONTACT INFORMATION</b> .....	<b>17</b>

## **I. FUNDING OPPORTUNITY DESCRIPTION**

### **A. Program Objectives**

The Ovarian Cancer Research Program (OCRP) was established in fiscal year 1997 (FY97) to promote innovative research focused on eliminating ovarian cancer. Appropriations for the OCRP from FY97 through FY08 totaled \$121.7 million (M). The FY09 appropriation is \$20M.

The overall goal of the FY09 OCRP is to eliminate ovarian cancer by supporting high impact, innovative research. In striving to achieve this goal, the FY09 OCRP is supporting unique partnerships and fostering the next generation of investigators in ovarian cancer.

### **B. Award Description**

The OCRP Ovarian Cancer Academy Award is intended to develop a unique, interactive virtual academy that will provide intensive mentoring, national networking, and a peer group for junior faculty. The overarching goal of the Ovarian Cancer Academy is to develop successful, highly productive ovarian cancer researchers in a collaborative and interactive research training environment. The Ovarian Cancer Academy will be a virtual career development and research training platform consisting of up to five (5) Early-Career Investigator/Designated Mentor pairs from different institutions and one Academy Dean. Applications to this award mechanism must be submitted by each Early-Career Investigator of the Early-Career Investigator/Designated Mentor pair, or by an individual applying to serve as the Academy Dean.

There are two types of Principal Investigators (PI) for this award mechanism:

1. The Early-Career Investigator will be the PI of the Early-Career Investigator/Designated Mentor application.
2. The Academy Dean will be the PI of the Academy Dean application. The Academy Dean is eligible, but not required to serve as a Designated Mentor on an Ovarian Cancer Academy Early-Career Investigator/Designated Mentor application.

**Ovarian Cancer Academy Early-Career Investigator/Designated Mentor pairs:** The Early-Career Investigator, who will be the PI of the Early-Career Investigator/Designated Mentor application, must be in the early stage of his/her career. This award provides the Early-Career Investigator with funding, networking opportunities, and research experience necessary to develop and sustain a successful, independent career at the forefront of ovarian cancer research. This award also provides support and protected time for the Early-Career Investigator for five years of intensive research under the guidance of a designated mentor experienced in ovarian cancer research. Although the Ovarian Cancer Academy will serve as a conduit to share knowledge and research experience among all academy members, the Early-Career Investigator and his/her Designated Mentor will be responsible for developing the Early-Career Investigator's career development plans, and for designing and executing the proposed research. The Early-Career Investigator must clearly articulate his/her commitment to a career as an ovarian cancer researcher.

The Designated Mentor must have a strong record of mentoring and training young investigators. In addition to being a Designated Mentor to an Early-Career Investigator at his/her institution, the mentor must be a secondary mentor to another Early-Career Investigator as appointed by the Academy Dean.

**Ovarian Cancer Academy Dean:** The leader of the Ovarian Cancer Academy, the Academy Dean, will be an established ovarian cancer scientist. *The Academy Dean will be the PI on the Academy Dean application.* The Academy Dean is eligible, but is not required, to serve as a Designated Mentor on an Ovarian Cancer Academy Early-Career Investigator/Designated Mentor application. The Academy Dean must demonstrate a strong record of mentoring and training young investigators, demonstrate a commitment to leadership and the ability to objectively assess the progress of all of the Early-Career Investigators in the Ovarian Cancer Academy, be available as a resource for all Early-Career Investigators and Mentors in the Academy over the 5-year period of performance, be willing to provide constructive critiques to all Early-Career Investigators and their Mentors with the goal of advancing the careers of the Early-Career Investigators and strengthening the mentorship of the Designated Mentors, and commit to planning, participating, and attending all off-site Academy activities.

Responsibilities of the Academy Dean include developing an interactive academy consisting of the 5 Early-Career Investigators and their Designated Mentors, developing assessment criteria and then evaluating, tracking, and reporting on the research progress made by all of the Early-Career Investigators, as well as their career progression and sustainment as independent investigators in ovarian cancer research. After the awards are made to all of the Early-Career Investigators, the Academy Dean will assign a Designated Mentor to serve as a secondary mentor to each of the Early-Career Investigators. To facilitate communication and collaboration among all of the Early-Career Investigators and Mentors, the Academy Dean is expected to establish methods for periodic interactive communication between all Academy members. In addition, the Academy Dean will plan and host an annual one-day conference for all Early-Career Investigator/Designated Mentor pairs to present their research, share knowledge, develop collaborative efforts, and receive feedback from all members of the Ovarian Cancer Academy.

Biennially, a three-day conference developed by the OCRP program staff with input from the Academy Dean will be held for presentations, networking, and workshops.

Studies in all areas of ovarian cancer-focused research may be proposed for the Ovarian Cancer Academy; however, research from one of the three FY09 areas listed below is encouraged:

- Initiation and precursor lesion in ovarian cancer with emphasis on the role of the fallopian tube in disease pathogenesis.
- Molecular understanding of disease heterogeneity.
- Validation of biomarkers for diagnosis, molecular imaging, and therapeutic response.

Preliminary data to support the feasibility of the research hypotheses and research approaches are required; however, these data do not necessarily need to come from the ovarian cancer research field. Clinical trials are not allowed under this mechanism.

## **C. Eligibility**

### **Early-Career Investigator/Designated Mentor Application**

#### **Early-Career Investigator:**

- a. Must be within the first three years of his/her first faculty position (or equivalent) at the time of award. The first faculty position (or equivalent) may be either tenure-track or non-tenure track.
- b. May be research- or physician-scientists.
- c. Must have an institutional commitment of at least 50% protected time.
- d. Must receive support of \$50,000 per year from his/her institution (e.g., supplies, staff, salary, research funds, start-up package).

#### **Designated Mentor:**

- a. Must be at the same institution as the Early-Career Investigator.
- b. Must be Designated Mentor to only one Early-Career Investigator in the Ovarian Cancer Academy.
- c. Must be a secondary mentor to another Early-Career Investigator.
- d. Must be an independent, established ovarian cancer researcher.
- e. Must have ovarian cancer research funding (past and present).
- f. Must have a record of ovarian cancer publications in peer reviewed journals.
- g. Must demonstrate a commitment (at least 10% effort for mentoring and participating in off-site Academy activities) to develop and sustain the Early-Career Investigator's independent career in ovarian cancer research.

### **Academy Dean Application**

#### **Academy Dean:**

- a. Must be an independent, established ovarian cancer researcher.
- b. Must have ovarian cancer research funding (past and present).
- c. Must have a record of ovarian cancer publications in peer reviewed journals.

Refer to the Application Instructions and General Information, Appendix 1, for general eligibility information.

## **D. Funding**

### **For Early-Career Investigator as PI:**

- The period of performance is 5 years.
- The maximum allowable funding for the entire period of performance is \$725,000 in direct costs.
- In addition to the direct costs, indirect costs may be proposed in accordance with the institution's negotiated rate agreement.

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

- Salary (Early-Career Investigator, Designated Mentor, research staff)
  - Maximum allowable funding for the Designated Mentor is \$30,000 per year in direct costs
- Research supplies
- Equipment
- Clinical research costs (Clinical trials are not allowed under this award mechanism)
- Tuition for training and/or other educational opportunities
- Consultation with scientific and/or technical experts (e.g., statisticians, editors)
- Travel to scientific/technical meetings
- Travel between collaborating institutions
- Costs associated with participating in the virtual academy (e.g., hardware and/or software for audio- or video-teleconferencing or web-based communications)
- Travel to an Academy Pre-Award Planning Meeting in the Baltimore-Washington, DC area to be held after notification of award status and prior to disbursement of funds
- Travel to the annual one-day conference with Academy Dean and other Academy members
- Travel to biennial three-day conference with the OCRP staff, Academy Dean, and other Academy members
- Other direct costs as described in Application Instructions & General Information for Detailed Budget and Justification

### **For Academy Dean as PI:**

- The period of performance is 5 years.
- The maximum allowable funding for the entire period of performance is \$500,000 in direct costs.
- In addition to the direct costs, indirect costs may be proposed in accordance with the institution's negotiated rate agreement.

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

- Salary
- Salary for Administrative Assistant
- Costs associated with establishing and maintaining a “virtual” academy (e.g., hardware and/or software for audio- or video-teleconferencing or web-based communications)
- Costs for planning and holding the annual one-day conference with Academy members
- Costs associated with planning the biennial three-day conference with the OCRP Program staff
- Travel between institutions participating in academy
- Travel to an Academy Pre-Award Planning Meeting in the Baltimore-Washington, DC area to be held after notification of award status and prior to disbursement of funds
- Travel to biennial three-day conference with the OCRP Program staff, Academy Dean, and other Academy members
- Other direct costs as described in Application Instructions & General Information for Detailed Budget and Justification

***The Office of the Congressionally Directed Medical Research Programs (CDMRP) expects to allot \$6.6M of the \$20M FY09 OCRP monies to fund approximately 6 Ovarian Cancer Academy proposals (1 Academy Dean and 5 Early-Career Investigator/Designated Mentor pairs), depending on the quality and number received. Funding of proposals received in response to this Program Announcement/Funding Opportunity is contingent on the availability of Federal funds for this program.***

### **E. Award Administration**

Changes in the Early-Career Investigator, Designated Mentor, and Academy Dean are discouraged. However, if warranted, changes require review by the OCRP staff and are at the discretion of the Grants Officer. Refer to the Application Instructions and General Information, Appendix 5, for general award administration information.

## II. TIMELINE FOR SUBMISSION AND REVIEW

Proposal submission is a two-step process consisting of (1) pre-application submission and (2) application submission.

**Pre-application Submission Deadline: May 15, 2009, 5:00 p.m. Eastern Time (ET)**

**Application Submission Deadline: May 22, 2009, 11:59 p.m. ET**

**Scientific Peer Review: July/August 2009**

**Programmatic Review: September, 2009**

Awards will be made approximately 4 to 6 months after receiving a funding notification letter, but no later than September 30, 2010.

## III. 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) an application submission through [Grants.gov \(http://www.grants.gov/\)](http://www.grants.gov/).

*The Ovarian Cancer Academy Award mechanism is structured to accommodate two types of PIs. The Early-Career Investigator will be the PI of the Early-Career Investigator/Designated Mentor application, while the Academy Dean will be the PI of the Academy Dean application.*

PIs and organizations identified in the application 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 help desk at [help@cdmrp.org](mailto:help@cdmrp.org) or 301-682-5507.

The Government reserves the right to reject duplicative applications submitted to different award mechanisms within the same program or to other CDMRP programs.

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

*Pre-application submission is the required first step. The PI of the Early-Career Investigator/Designated Mentor must choose the pre-application called “Ovarian Cancer Academy–Early-Career Investigator/Designated Mentor.” The PI of the Academy Dean must choose the pre-application called “Ovarian Cancer Academy – Academy Dean.”* 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. ET on the deadline date**. Refer to the Application Instructions and General Information for detailed information.

- Proposal Information
- Proposal Contacts

- Collaborators and Conflicts of Interest (COI): The Early-Career Investigator must enter the contact information for the Designated Mentor
- Letter of Intent (LOI) Narrative

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

*Application submissions will not be accepted unless the pre-application process is completed by the pre-application deadline.* Applications must be submitted electronically by the Authorized Organizational Representative (AOR) through Grants.gov ([www.grants.gov](http://www.grants.gov)).

Each application submission must include the completed application package of forms and attachments identified in [www.grants.gov](http://www.grants.gov) for the US Army Medical Research Acquisition Activity (USAMRAA) Program Announcement/Funding Opportunity. In addition to the specific instructions below, please refer to the Application Instructions and General Information 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 for the Early-Career Investigator/Designated Mentor application (10-page limit)
  - **Early-Career Investigator’s Career Goals (recommend one-page limit):** Describe the Early-Career Investigator’s (PI on this award) career goals in ovarian cancer research, and how the proposed research and career development experience will promote an independent, sustainable career. Discuss the Early-Career Investigator’s career plans after the completion of this award.
  - **Career Development and Sustainment Plan (recommend one-page limit):** Describe the career development plan, which may include conferences, seminars, journal clubs, teaching responsibilities, and/or clinical responsibilities. Explain how this career development plan will allow the Early-Career Investigator to obtain independent ovarian cancer research funding and publish in peer reviewed journals, thereby sustaining an independent career at the forefront of ovarian cancer research. Discuss how the Designated Mentor will assist the Early-Career Investigator in not only developing, but also sustaining his/her career as an independent ovarian cancer researcher. Explain how the career development plan is supported by the environment; this should include a description of ongoing ovarian cancer research and available resources at the institution. Outline how the Early-Career Investigator and Designated Mentor will evaluate the Early-Career Investigator’s progress of achieving and sustaining a productive career in ovarian cancer research.
  - **Research Project (recommend six-page limit):** Describe the experimental design, methods, and analyses including appropriate controls in sufficient detail

for analysis. Preliminary data to support the feasibility of the research hypotheses and research approaches are required; however, these data do not necessarily need to come from the ovarian cancer research field. 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. The research description should also describe the ability of the Early-Career Investigator to conduct the research or the relevant training that will be obtained to accomplish the project. ***This award may not be used to conduct clinical trials.***

- **Integration of Career Development and Research (recommend one-page limit):** Describe how the career development plan and research project are integrated, and how they will contribute to preparing the Early-Career Investigator for an independent, sustainable career in ovarian cancer research.
- **Commitment to the Ovarian Cancer Academy (recommend one-page limit):** Describe the Early-Career Investigator's commitment to participating in the Ovarian Cancer Academy, to include networking with the other Early-Career Investigator/Designated Mentor pairs and the Academy Dean.
- Attachment 1: Project Narrative for the **Academy Dean** application (**eight-page limit**)
  - **Vision:** Describe the Academy Dean's vision of the Ovarian Cancer Academy, and how it will provide an interactive environment, and intensive mentoring and networking for the Early-Career Investigators. Describe the roadmap as to how the Academy will develop successful, highly productive ovarian cancer researchers in a collaborative and interactive research training environment within the 5-year period of performance.
  - **Background and Experience:** Describe the Academy Dean's background and experience as an established ovarian cancer researcher. Describe the record of mentoring and training young investigators, and how this mentorship contributed significantly to their careers. Explain how your experiences make you an ideal candidate for the Academy Dean.
  - **Management of the Academy:** Explain how the Academy Dean will communicate, assess, track, and report on the progress of all of the Early-Career Investigators. Identify measurable outcomes for the Early-Career Investigator that are expected to be achieved by the end of the 5-year period of performance. Outline the evaluation criteria by which the Early-Career Investigators' career progression and sustainment as independent investigators in ovarian cancer research will be assessed. Describe how the Academy Dean will facilitate communication and collaboration among all of the Early-Career Investigators and Designated Mentors to include participating in periodic interactive meetings in a virtual environment. Explain how the Ovarian Cancer Academy will provide a synergistic approach to the development of these Early-Career Investigators. Describe how the Academy Dean will assign each Designated Mentor to serve as secondary mentor to another Early-Career Investigator, and outline the expectations of the secondary mentor's role. Provide an example of a detailed

agenda for an annual one-day conference for all Early-Career Investigator/Designated Mentor pairs during which Early-Career Investigators will present their research, share knowledge, develop collaborative efforts, and receive feedback from all members of the Ovarian Cancer Academy.

- **Commitment:** Describe the Academy Dean's commitment to the leadership of the Ovarian Cancer Academy, and to the success of this unique, interactive virtual academy in providing collaborative mentoring of Early-Career Investigators with the goal of developing sustainable, independent careers in ovarian cancer research.
- Attachment 2: Supporting Documentation
  - References Cited
  - Acronyms and Symbol Definitions
  - Facilities & Other Resources
  - Description of Existing Equipment
  - Publications and/or Patent Abstracts (five-document limit)
  - Letters of Institutional Support (two-page limit per letter)
    - For the Early-Career/Designated Mentor application, the institution must demonstrate a commitment to the Early-Career Investigator through at least 50% protected time. Describe in detail, the institutional support of \$50,000 per year (e.g., supplies, staff, salary, research funds, start-up package) for five years that the institution will provide to the Early-Career Investigator.
    - For the Academy Dean application, the institution must provide a letter of support.
  - Designated Mentor's Letter for the Early-Career Investigator/Designated Mentor application (three-page limit):
    - The Designated Mentor's letter should describe the Early-Career Investigator's background and potential to become an independent ovarian cancer researcher. Explain how this award will enhance the Early-Career Investigator's capabilities to sustain a career in ovarian cancer research.
    - Describe the Designated Mentor's background and experience in ovarian cancer research, success in acquiring funding in ovarian cancer research, and record of mentoring and training young investigators. Specify the commitment of the Designated Mentor (at least 10% effort) and his/her staff to the Early-Career Investigator's professional development and career sustainment. Describe the specific resources that will facilitate success for the Early-Career Investigator.
    - Describe the Designated Mentor's commitment to participating in the Ovarian Cancer Academy with the other Early-Career Investigator/Designated Mentor pairs and the Academy Dean. Describe the Designated Mentor's commitment to serve as a secondary mentor to another Early-Career Investigator.

- Letters of Collaboration (if applicable, two-page limit per letter)
- Intellectual and Material Property Plan (if applicable; no page limit): Provide a plan for resolving intellectual and material property issues among participating institutions
- Attachment 3: Technical Abstract (one-page limit)
- Attachment 4: Public Abstract (one-page limit)
- Attachment 5: Statement of Work (SOW, three-page limit)
- Attachment 6: Detailed Budget and Justification
- Attachment 7: Impact Statement (one-page limit)

**For the Early-Career Investigator/Designated Mentor application:**

Explain how the proposed research and Career Development and Sustainment Plan will facilitate and sustain the Early-Career Investigator’s independent career at the forefront of ovarian cancer research. Describe how the proposed research will make original and important contributions towards the goal of advancing ovarian cancer research or ovarian cancer patient care.

**For the Academy Dean application:**

Explain how the Ovarian Cancer Academy will provide a unique, interactive and intensive career development and research training platform that will allow Early-Career Investigators to develop and sustain careers, and become highly productive ovarian cancer researchers.

- Attachment 8: Federal Agency Financial Plan (if applicable)
- Attachments 9-15: Subaward Detailed Budget and Justification (if applicable)

**3. Research & Related Senior/Key Person Profile (Expanded Form)**

- PI Biographical Sketch (four-page limit)
- PI Current/Pending Support
- Key Personnel Biographical Sketches (four-page limit each)
- Key Personnel Current/Pending Support

**4. Research & Related Project/Performance Site Location(s) Form**

**IV. INFORMATION FOR APPLICATION REVIEW**

**A. Application Review and Selection Overview**

All applications are evaluated by scientists, clinicians, and consumer advocates using a two-tier review process. The first tier is a scientific peer review of applications against

established criteria for determining scientific merit. The second tier is a programmatic review that compares submissions to each other and recommends proposals for funding based on scientific merit, overall goals of the program, and the specific intent of the award mechanism. Additional information about the two-tier review process used by the CDMRP may be found at <http://cdmrp.army.mil/fundingprocess>

The peer review and programmatic review processes are conducted confidentially to maintain the integrity of the merit-based selection process. Each tier 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. Institutional personnel and PIs are prohibited from contacting persons involved in the application 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 institution's application. Violations by panelists or PIs that compromise the confidentiality of the peer review and programmatic review processes may also result in suspension or debarment of their employing institutions from Federal awards. Furthermore, it is a crime for Federal officials to disclose confidential information of one party to another third party (Title 18 United States Code 1905).

The Government reserves the right to review all applications based on one or more of the required attachments or supporting documentation (e.g., Innovation Statement or Impact Statement).

## **B. Review Criteria**

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

### **Early-Career Investigator/Designated Mentor Application**

- **Early-Career Investigator**
  - How the Early-Career Investigator's record of accomplishments demonstrates his/her potential for becoming an independent investigator in ovarian cancer research.
  - How the Early-Career Investigator's career goals are consistent with a commitment to pursuing and sustaining a career as an ovarian cancer researcher.
  - Whether the Early-Career Investigator meets the appropriate eligibility requirements.
  - Whether the level of effort of the Early-Career Investigator meets the requirements (at least 50% protected time), and is appropriate for successful conduct of the proposed work.
  - How the Designated Mentor's letter supports the Early-Career Investigator's potential for a productive, sustainable, and independent career in ovarian cancer research.

- How the Early-Career Investigator is committed to participating in the Ovarian Cancer Academy with the other Early-Career Investigator/Designated Mentor pairs and the Academy Dean.
- **Career Development and Sustainment Plan**
  - How well the Early-Career Investigator has outlined an individualized Career Development and Sustainment Plan that is consistent with the Ovarian Cancer Academy and the Early-Career Investigator's research goals.
  - How the Career Development and Sustainment Plan will contribute to the overall professional development of the Early-Career Investigator and prepare the Early-Career Investigator for an independent, productive career in ovarian cancer research.
  - Adequacy of the plans for monitoring and evaluating the Designated Mentor's progress of becoming an independent investigator.
- **Designated Mentor**
  - How the Designated Mentor's background, research experience, and funding history support the Early-Career Investigator's career development needs and transition to independence.
  - Whether the Designated Mentor is an independent, established ovarian cancer researcher with ovarian cancer research funding (past and present) and a record of ovarian cancer publications in peer reviewed journals.
  - How the Designated Mentor's track record in preparing investigators for careers in ovarian cancer research indicates the potential for successful mentorship and development of the Early-Career Investigator as an independent investigator.
  - How the quality of the Career Development and Sustainment Plan and research project suggests that the Designated Mentor has provided appropriate guidance.
- **Research Strategy and Feasibility**
  - How the scientific rationale supports the research project and its feasibility as demonstrated by a review and analysis of the literature and relevant preliminary data.
  - How well the hypotheses or objectives, experimental design, methods, and analyses are developed and support completion of the aims.
  - How well the Early-Career Investigator acknowledges potential problems and addresses alternative approaches.
- **Impact**
  - How the proposed research and Career Development and Sustainment Plan are integrated and will contribute to preparing the Early-Career Investigator for a sustainable career in ovarian cancer research.
  - How the proposed research makes an original and important contribution to the goal of advancing ovarian cancer research and/or ovarian cancer patient care.

- **Resources**
  - How the proposed research project and career development of the Early-Career Investigator is supported by the availability of facilities, equipment, staff, interaction with research colleagues, and other resources.
  - Whether there are commitments from the institution of at least 50% protected time and institutional support of \$50,000 per year (e.g., supplies, staff, salary, research funds, start-up package) for five years.

The following criteria will not be individually scored, but may impact the overall evaluation of the application:

- **Budget**
  - How the budget is appropriate for the proposed research, career development, and participation with the Ovarian Cancer Academy, and is within the limitations of the award mechanism.
- **Application Presentation**
  - How the writing and components of the application influenced the review.

#### **Academy Dean as Principal Investigator:**

- **Academy Dean**
  - How the Academy Dean's background and experience in ovarian cancer demonstrates his/her potential as the Dean of the Ovarian Cancer Academy.
  - Whether the Academy Dean is an independent, established ovarian cancer researcher with ovarian cancer research funding (past and present) and a record of ovarian cancer publications in peer reviewed journals.
  - How the Academy Dean's record of mentoring and training young investigators in ovarian cancer research indicates the potential for successful mentorship and career development of up to five Early-Career Investigators from multiple institutions and disciplines.
  - How the Academy Dean's overall career and experiences in ovarian cancer research make him/her the ideal candidate for the Academy Dean.
  - How the Academy Dean is committed to leading the Ovarian Cancer Academy and ensuring that it provides interactive and intensive mentoring and networking for the development and sustainment of the Early-Career Investigators' careers in ovarian cancer.
- **Vision**
  - How the Academy Dean's vision for the Ovarian Cancer Academy meets the intent of this award mechanism of developing a unique, interactive virtual Academy that will provide intensive mentoring, networking, and a collaborative peer group for the development and sustainment of Early-Career Investigators. How the Academy roadmap will develop successful, highly productive ovarian

cancer researchers in a collaborative research training environment within the 5-year period of performance.

- **Management of the Academy**

- How the Academy Dean will organize, as well as communicate, track, assess, and report on the progress of all of the Early-Career Investigators.
- How the Academy Dean will facilitate communication and collaboration among all of the Early-Career Investigators and Mentors.
- How well the measurable outcomes that are expected to be achieved by the Early-Career Investigators by the end of the 5-year period of performance are defined with milestones. How well the evaluation criteria assess the Early-Career Investigators' career progression and sustainment as independent investigators in ovarian cancer research.
- How well the example of a detailed agenda for an annual one-day meeting for all Early-Career Investigator/Mentor pairs will allow for Early-Career Investigators to present their research, share knowledge, develop collaborative efforts, and receive feedback from all members of the Ovarian Cancer Academy.
- How the Ovarian Cancer Academy will provide a synergistic approach to the development of junior faculty and prepare each of the Early-Career Investigators for an independent and sustainable career in ovarian cancer research.

- **Impact**

- How the Ovarian Cancer Academy will provide intensive mentoring, networking, and a peer group for the Early-Career Investigators in a unique, interactive, collaborative virtual research training environment that will allow them to develop and sustain careers in ovarian cancer research.

The following criteria will not be individually scored, but may impact the overall evaluation of the application:

- **Budget**

- How the budget is appropriate for coordinating and managing the Ovarian Cancer Academy, and is within the limitations of the award mechanism.

- **Application Presentation**

- How the writing and components of the application influenced the review.

**2. Programmatic Review:** The following criteria are used by programmatic reviewers to make funding recommendations that maintain the program's broad portfolio:

- Adherence to the intent of the award mechanism,
- Ratings and evaluations of the peer reviewers,
- Programmatic relevance,

- Relative impact, and
- Program portfolio balance, with consideration of the Areas of Encouragement.

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 (IP) members and recommended for funding to the Commanding General, US Army Medical Research and Materiel Command. The highest scoring applications from the first tier of review are not automatically recommended for funding. All applications are carefully considered to ensure that the funds available are allocated to those proposals that best fulfill the goals, objectives, and areas of encouragement of the program.

## V. ADMINISTRATIVE ACTIONS

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

### A. Rejection

The following will result in administrative rejection of the application:

- Project Narrative exceeds page limit.
- Project Narrative is missing.
- Budget is missing.
- Page size is larger than 8.5 inches x 11.0 inches (approximately 21.59 cm x 27.94 cm).

### B. Modifications

- Pages exceeding the specified limits will be removed for all documents other than the Project Narrative.
- Documents not requested will be removed.
- **NEW for FY09:** Following the application deadline, you may be contacted by email from CDMRP with a request to provide certain missing supporting documents (excluding those listed directly above in Section A, Rejection). The missing documents must be provided within 48 hours of the date and time the email was sent. Otherwise, the application will be peer reviewed without the missing documents.

### C. Withdrawal

The following may result in administrative withdrawal of the application:

- FY09 IP member(s) is found to be involved in the pre-application or application processes including, but not limited to, concept design, application development, budget preparation, and the development of any supporting document. A list of the FY09 IP members may be found at <http://cdmrp.army.mil/research>

- Submission of the same research project to different award mechanisms within the same program or to other CDMRP programs.
- The application does not conform to this funding opportunity description to an extent that precludes appropriate scientific peer and programmatic review.
- Direct costs as shown on the detailed budget form exceed the maximum allowed by the award mechanism.
- Inclusion of URLs, with the exception of links to published references.

#### **D. Withhold**

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

## **VI. CONTACT INFORMATION**

**A. Program Announcement/Funding Opportunity, application format, or required documentation:** To view all funding opportunities offered by the 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](mailto:cdmrp.pa@amedd.army.mil)

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

Phone: 301-682-5507  
 Website: <https://cdmrp.org>  
 Email: [help@cdmrp.org](mailto:help@cdmrp.org)

**C. Grants.gov contacts:** Questions related to application submission through the [Grants.gov](http://www.grants.gov/) (<http://www.grants.gov/>) portal should be directed to the Grants.gov help desk, which is available Monday through Friday, 7:00 a.m. to 9:00 p.m. ET. Deadlines for application submission are 11:59 p.m. ET on the deadline date. Please note that the CDMRP help desk is unable to answer questions about Grants.gov submissions.

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

***Grants.gov will notify PIs of changes made to this Program Announcement/Funding Opportunity and/or application package ONLY if the PI subscribes to the mailing list by clicking on the “send me change notification emails” link 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.***