



2022 Collaborative Group of the Americas on Inherited Gastrointestinal Cancers (CGA-IGC) Award

Request for Applications

📅 **DEADLINE: MONDAY, SEPTEMBER 12, 2022, AT 5.00 PM PACIFIC TIME**

📍 **APPLY: cgaigc.com/grant-opportunities**

💰 **Award Amount: \$10,000**

📅 **Award period/length of award: 1 January 2023 – 31 December, 2023**

CGA-IGC's **vision** is to eliminate morbidity and early mortality of hereditary gastrointestinal cancers.

CGA-IGC's **mission** is to advance science, clinical care and advocacy for patients with inherited gastrointestinal cancers through research and education as the leading authority in the Americas.

Please review this document carefully prior to submission to ensure you have all parts of the application needed to complete the online submission. A checklist is provided at the end of this document.

OBJECTIVE

The Collaborative Group of the Americas on Inherited Gastrointestinal Cancer (CGA-IGC) is offering research or project awards that directly promote the mission of the organization. Proposals submitted for consideration should address one or more of the following:

- To educate healthcare professionals in the identification, molecular genetics and clinical management of inherited gastrointestinal cancer.
 - To enable or provide a mechanism of communication for the dissemination or exchange of data, discussion of controversial areas involved in the care of patients and their families with inherited gastrointestinal cancer syndromes.
 - To facilitate collaborative studies involving multiple institutions that focus on inherited gastrointestinal cancer.
 - To improve identification and care of patients at increased risk for gastrointestinal cancer and address issues concerning patients and families with inherited syndromes.
 - To improve multidisciplinary expertise in clinical care, healthcare policy and research related to inherited gastrointestinal cancer.
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DESCRIPTION

- Award of up to \$10,000 for 1 year will be given to unique and creative projects based on competitive review. Preliminary or pilot projects do not necessarily require previous work or preliminary data. These awards are not designed to fund existing or ongoing activities. Grants submitted with matching funds will receive special attention. Each award will be for one year; however, a no-cost extension may be considered with appropriate justification and approval by the CGA-IGC Grant Review Committee.

Funding for these research grants comes from our generous members, partners, and sponsors.



ELIGIBILITY & AWARD PROVISIONS

- The proposed research or activity must be investigator-initiated and conducted within North, Central or South America.
- The principal investigator must be a member **in good standing** of CGA-IGC at the time of grant submission and during the award period.
- All active members of the CGA-IGC, regardless of the degree or title, are encouraged to submit, however early career investigators are prioritized by the committee.
- Members of the CGA-IGC Executive Council or Grant Review Committee, are ineligible for receiving funding from this award, however, can be co-investigators or advisors.
- Investigators may submit one application per CGA mechanism, per funding cycle.
- Trainees are eligible to submit if supporting documentation attesting to oversight and mentorship are included in the application.
- Awards not funded may be considered for other CGA grants, at the discretion of the Grant Review Committee.

**Important! Full CGA-IGC membership in good standing is required. To Join CGA-IGC, [click here](#).*

- The awarding of a grant, or renewal of an existing grant, is at the discretion of the Grant Review Committee and can be suspended from year to year.
- The scope of the proposed research should match the grant budget. All or part of a submitted proposal cannot be funded by another institution or agency, either local or national other than in the form of a matching grant.
- The submitting investigator agrees to complete the project based on the specific aims and budget submitted. Changes in specific aims or scope of the proposed project may be allowed with appropriate justification and approval by the CGA-IGC.
- Salary support for the investigator(s), travel funds or institutional indirect costs are not allowed.
- A progress report will be submitted at the end of the sixth month of funding to the Grant Review Committee with a final report being submitted within three months of completion of the grant period.
- Successful applicants must agree to acknowledge CGA-IGC support in any publications or presentations that result from the research or project, with the following text: "Supported by the Collaborative Group of the Americas on Inherited Gastrointestinal Cancer."
- All awards will be recognized at the annual meeting. One or more of the investigators participating in the project are required to present their findings or outcomes of the project to the CGA-IGC membership at the annual meeting.



REVIEW CRITERIA

In evaluating the merits of an application, the Committee will consider the following:

1. The nature and clarity of the project as a discrete, well-defined activity that can be completed within the proposed study period.
2. Clinical or scientific significance or relevance of the project as it pertains to the field of inherited colorectal cancer syndromes.
3. Overall impact of the proposal (e.g. number of individuals or institutions that will benefit).
4. Availability of other resources to fund the proposal.
5. Ability of the investigator(s) to complete the Specific Aims or objectives of the proposal.
6. Project feasibility (including availability of adequate resources, personnel, and facilities) and measures of outcome.



INSTRUCTIONS FOR SUBMISSION

- Documents should be formatted using 1" margins and a font no smaller than 11 point with a limit of 10 pages TOTAL.
- Applications must be submitted through the CGA-IGC Grant Portal. All requested fields must be completed. A PDF copy of the grant application can be submitted through this portal. Please email info@cgaigc.com with any questions or for technical assistance.
- All parts of the application must be completed before August 22, 2022, 5PM PT to be considered for review.

ALL sections below are counted in the 10-page limit

1. Technical Abstract

2. Background/Significance/Innovation

- Briefly review background material for the proposal while critically evaluating existing knowledge and present the significance of the topic.
- Why the project is important, specifics of how this proposal promotes the mission of the CGA-IGC, and who will benefit from the project.

3. Specific Aims & Hypotheses

- Clearly and concisely state the hypothesis to be tested and what the project is intended to accomplish.

4. Pilot Data/Preliminary Work (not required)

5. Project Plan/Strategy

Project or Experimental Design

- Description of the project design, primary and secondary measurable outcomes, and a timeline covering the period of funding.

Planned Analysis/Statistics

Expected Outcomes

- That includes interpretation of possible outcomes.

6. Resources Available and Feasibility to complete the project/research-including institutional support for the project

7. References Cited

- List all citations of literature at the end of the research plan, in the order in which they are cited in the proposal. Each complete citation must include the names of first three authors, the complete title of any article, the name of the book or journal, volume number, page numbers, and year of publication.

8. Institutional Review Board (IRB) status



**INSTRUCTIONS FOR
SUBMISSION
CONTINUED**

- If the proposal involves the participation of human subjects, this section should include institutional review board status (approved, submitted, pending submission). Please note IRB approval is not required at the time of proposal submission, but approval or submitted raises feasibility of project).

9. Conflict of interest

- All applications should consider and address conflict of interest issues regarding copyright materials (device and drug patents).

10. Budget

- A detailed proposal budget should be included. Indicate how the funds will be allocated and justify each budget item.

The Sections below items are excluded from the 10-page limit

1. Resources and Environment

2. Supporting Letters

- A letter of support from the home sponsoring institution is needed that should describe the necessary administrative and other assistance they are willing to provide including time and financial support to present project results at the CGA-IGC national meeting.
- Provide letters of support from all collaborators particularly if multiple institutions are involved.
- Mentor letters of support, if applicable.

3. Biographical Sketch for Primary Investigator and Co-investigators (NIH format)

4. Current and pending other support for PI and mentor

5. Lay Summary, 1/2 page limit (may be used on CGA media materials)

6. Headshot of principal investigator (and mentor if applicable)

7. Short biography of principal investigator (and mentor if applicable)

KEY DATES

- **April 18, 2022** - Application site opens
- **September 12, 22, 2022** - Applications due
- **October 3, 2022** - Awards announced
- **November 10, 2022** - Recipients recognized at Annual Meeting Awards ceremony
- **January 1, 2023** - Funding start date

Please carefully review checklist on the next page. Any questions please contact us on info@cgaigc.com

2022 CGA-IGC AWARD CHECKLIST

All grant applications must be submitted through the CGA-IGC Grant Portal. If you have a google account, the progress in your application will automatically save for 30 days so you can work across devices or take a break without losing a step or entered data. If you do not have a google account or plan to take more than 30 days to complete your application, we recommend collecting all needed documents/information and entering your application in one session. **Please review the grant requirements and checklists in detail prior to submission.**

APPLICATION CHECKLIST:

Eligibility

- Confirm that you are a CGA-IGC member in good standing. This will be verified before your application is reviewed.
- The proposed project and team are located within North, Central or South America.
- The proposed project is investigator initiated.
- The proposed project is clinically focused research, quality improvement or community engagement work dedicated to hereditary gastrointestinal cancers.
- There is no award overlap: CGA does not provide duplicate funding (if part of a larger study, the budget explains how funds are not duplicated).
- Trainees are eligible if the application includes a letter of support from a mentor who will oversee the project.
- Members of CGA-IGC Council or Grant Review Committee are not eligible to receive funds (but can serve as co-investigators or advisors).

Application Portal

- Description of how your project aligns with CGA-IGC Joint Vision & Mission.
- General Audience/Lay Summary.
- Demographic Information of principal investigator.
- Contact information, affiliations for mentors and co-investigators.
- Contact information for administrative/financial officer who will be handling grant award (this will be our point of contact for fund disbursement).
- Combined PDF containing all necessary elements (see below).
- Headshot of PI (and mentor, if applicable).
- Short biography of PI (and mentor, if applicable).

Formatting of Submitted PDF

- All pages must be formatted with a minimum 1-inch margin and font no smaller than 11 point.
- Application cannot exceed 10 pages (letters of support, bio sketches, other support documents, appendices, lay summary, headshots and bios are not counted in 10 pages).
- The upper right header of each page must include your name and the award type.
- The upper left header of each page must include the page number.

PDF Components

10-page limit

- Technical abstract.
- Research proposal.
 - Background/Significance/Innovation.
 - Specific aims & hypotheses.
 - Pilot data/previous work.
 - Project plan/strategy.
 - Impact/Pitfalls/Future Directions.
- References.
- Budget and Budget Justification.
- IRB Status.
- Conflicts of Interest.

Not included in 10-page limit

- Resources and environment.
- Letters of support (including mandatory letter of support from mentor for trainees).
- Biosketch for PI, mentor and all co-investigators.
- Other support document for PI and mentor.
- Appendices (if applicable).