



## 2023 Colon Cancer Alliance for Research and Education for Lynch Syndrome (CCARE Lynch Syndrome) & Collaborative Group of the Americas on Inherited Gastrointestinal Cancers (CGA-IGC) Research Award

### *Request for Applications*

- ❖ **DEADLINE: TUESDAY, AUGUST 22, 2023, 5.00 PM PACIFIC TIME**
- ❖ **APPLY: [cgaigc.com/grant-opportunities](https://cgaigc.com/grant-opportunities)**
- ❖ **Award Amount: \$36,000**
- ❖ **Award period/length of award: January 1, 2024 – December 31, 2025**

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CGA-IGC's & CCARE Lynch Syndrome's **joint mission** is to advance the care of patients and family members with Lynch syndrome by ensuring that professional education and cutting-edge research inform optimal patient care in an equitable manner.

***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) and CCARE Lynch Syndrome is offering an award for research or projects that directly promote the joint mission of our organizations. Proposals submitted for consideration may address one or more of the following:

- To educate healthcare professionals in the identification, molecular genetics, and clinical management of Lynch Syndrome.
- To facilitate collaborative studies involving multiple institutions that focus on improvement of Lynch Syndrome care for patients and their families, including cancer risk management.
- To improve identification and testing of patients at increased risk for Lynch Syndrome.
- To develop approaches to decrease cancer risk associated with Lynch Syndrome.
- **The project should have a specific focus on Lynch syndrome.**

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#### **DESCRIPTION**

- Award of up to \$36,000 over 2 years 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. The award will be for two years; 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, including CCARE Lynch Syndrome.*



## 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- 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-IGC 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-IGC 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 first year of funding to the Grant Review Committee, with a final report submitted within three months of completion of the grant period.
- Successful applicants must agree to acknowledge CCARE Lynch Syndrome & CGA-IGC support in any publications or presentations that result from the research or project, with the following text: "Supported by the CCARE Lynch Syndrome & 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 Lynch syndrome.
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 the 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. The scientific proposal ( Significant Aims + Research Plan/ Strategy) must be no more than 5 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 by August 22, 2023, 5PM PT to be considered for review.

**ALL sections below are counted in the 5-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 joint mission of the CGA-IGC & CCARE Lynch Syndrome, 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.

**The Sections below items are excluded from the 5-page limit.**

### 6. 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 the first three authors, the complete title of any article, the name of the book or journal, volume number, page numbers, and year of publication.

### 7. 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).

### 8. Conflict of interest

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

### 9. Budget

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

### 10. 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's annual meeting.
- Provide letters of support from all collaborators, particularly if multiple institutions are involved.
- Mentor letters of support, if applicable.

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

### 12. Current and pending other support for PI and mentor

## KEY DATES

- **August 22, 2023** - Applications due
- **October 4, 2023** - Awards announced
- **October 25, 2023** - Recipients recognized at the CGA-IGC Annual Meeting Awards ceremony
- **January 1, 2024** - Funding start date

**Please carefully review the checklist on the next page. Any questions, please contact us on [info@cgaigc.com](mailto:info@cgaigc.com)**

## 2023 CCARE LYNCH SYNDROME AND CGA-IGC RESEARCH 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 Lynch syndrome.
- There is no award overlap: CGA-IGC 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 the CGA-IGC- Grant Review Committee are not eligible to receive funds (but can serve as co-investigators or advisors).