



Application Guidelines for the 2022 Innovation Grant

Letter of Intent Due: November 15, 2021 (by 8:00 p.m. Eastern)

Full Application Due: April 4, 2022 (by 8:00 p.m. Eastern)



Table of Contents

<i>Table of Contents</i>	2
<i>About Alex’s Lemonade Stand Foundation</i>	3
<i>Innovation Grant Program Description</i>	3
Application Timeline and Review	3
Applicant Eligibility	4
Evaluation Criteria	4
Budget	4
Resource and Data Sharing	5
Resubmissions	5
Restrictions	5
Grant Reporting Requirements	5
<i>Letter of Intent (LOI) Instructions</i>	6
Format Instructions	6
LOI Section Descriptions	6
<i>Full Application Package Instructions</i>	7
Format Instructions	7
Section Descriptions	7
<i>Application Submission Instructions</i>	9
<i>Contact</i>	10



About Alex's Lemonade Stand Foundation

Alex's Lemonade Stand Foundation (ALSF) emerged from the front yard lemonade stand of 4-year-old Alexandra "Alex" Scott, who was fighting cancer and wanted to raise money to find cures for all children with cancer. Her spirit and determination inspired others to support her cause, and when she passed away at the age of 8, she had raised \$1 million. Since then, the Foundation bearing her name has evolved into a national fundraising movement. Today, ALSF is one of the leading funders of pediatric cancer research in the U.S. and Canada, funding more than 1,000 research projects and providing programs to families affected by childhood cancer. ALSF is also the only childhood cancer research organization that has been given the NCI peer-reviewed funder designation for rigorous selection of research grants. The mission of ALSF is to change the lives of children with cancer through funding impactful research, raising awareness, supporting families, and empowering everyone to help cure childhood cancer.

Innovation Grant Program Description

ALSF is committed to creating opportunities for new and innovative research into treatments and cures for childhood cancers. The Innovation Grant is designed to provide critical and significant seed funding for researchers with a novel approach to pediatric oncology scientific investigation. Proposals should have clinical translation in view. This may represent a change in research direction and/or an innovative new idea that moves away from an investigator's prior research but for which a strong case is made for the potential impact on childhood cancers.

Application Timeline and Review

- A letter of intent (LOI) must be submitted and all eligibility criteria met to be considered for the full proposal stage; otherwise, LOIs will be administratively rejected.
- Upon invitation a full proposal must be submitted that meets all guideline criteria as well as all eligibility criteria; otherwise, applications will be administratively rejected.
- LOIs and full proposals will be reviewed by an independent panel of experts according to the NIH recognized peer-review process.



APPLICATION TIMELINE

LETTER OF INTENT DUE	November 15, 2021 by 8:00 p.m. ET
INVITATION TO SUBMIT FULL PROPOSAL	February 3, 2022
FULL PROPOSALS DUE	April 4, 2022
AWARD NOTIFICATION	July 2022
PROJECTED START DATE	October 2022

Applicant Eligibility (must be met at the time of submission):

- Applicants must have an MD, PhD, or MD/PhD or equivalent and be appointed as faculty (or equivalent) at an academic institution.
- Applicants must have a track record of publication and funding productivity that demonstrates the project can be accomplished by the investigators.
- Applicant institutions must be based in the United States or Canada, and applicants need not be United States citizens. Funds must be granted to nonprofit institutions or organizations.

Evaluation Criteria

- Proposals must fall within the scope of Alex's Lemonade Stand Foundation's mission, focused on childhood cancers. Proposals with a sole/primary focus on patients >19 years of age will not be considered.
- Proposal must be hypothesis driven and mechanistic.
- Innovation must be clearly presented.
- Potential for major scientific impact in pediatric oncology is critical.
- While preliminary data are not required, the applicant must demonstrate feasibility of the research plan.

Budget

The requested budget should be in proportion to the scope of the proposed project and should be at or under \$250,000 USD in direct costs over two years. A maximum of \$125,000 in total costs may be requested per year.

- Restrictions:
 - ALSF adheres to the NIH salary cap for principal investigator(s).
 - Indirect costs are not allowed.
 - The grant may not be renewed; one no-cost extension request is allowed.
 - Other budget items may include fringe, travel, supplies and small pieces of equipment. ALSF funds cannot be used for tuition remission. [View ALSF's full budget policy.](#)
- If utilizing a subcontract or subaward, you must include this expense in the budget.



- No indirect costs will be paid.
- The PI's institution is responsible for disbursing funds for subawards and/or subcontracts.

Resource and Data Sharing

Grant recipients are expected to share unique resources developed under this funding award, and as part of the application, applicants are required to submit a Resource Sharing Plan. Applicants should describe their track record of generating resources that are broadly re-used, the specific resources that will be generated in this proposed project, and the mechanisms by which those resources will be shared. To demonstrate a commitment to sharing that will be actualized, applicants should provide information in their sharing plan that clearly states the type of resource that will be shared, the method, characterization and timing of such sharing, and the anticipated resources (budget, personnel, etc.) required by the applicant and the resource user. Reviewers will consider the extent to which the dissemination of resources produced under the award will enhance or diminish the impact of the proposed work. For a full description and examples see the [Resource Sharing Form](#)

Resubmissions

One resubmission of a full application previously reviewed by ALSF's Review Board is permitted. Applicants should respond to the prior ALSF critique of the proposal in the Resubmission section of the application. The response to critique will be scored in the review process, and resubmissions compete with new applicants for funding.

Restrictions

- ALSF does not fund proposals for research utilizing human embryonic stem cells or non-human primates. Research with human induced pluripotent stem cells is permissible.
- Investigators may submit more than one LOI. If more than one LOI is approved, *ALSF will only accept submission of one full application per Investigator.*

Grant Policies & Reporting Requirements

- Please review ALSF's Grant Policies, including Budget Expenditures, Resource Sharing and Grant Agreement with IP, found on the [Information for Grant Applicants](#) page.
- Annual progress reports, and each year of funding is contingent upon demonstration of satisfactory progress toward the completion of proposed research objectives and appropriate budget expenditures.
- Minor carry-over of funds (25% or less) is permitted each year with justification. Each year's budget will be approved subsequent to the review of project progress and milestones.



- ALSF may elect to partially fund or to hold new funds if carry-over is excessive.
- A final report is required at the conclusion of funding. Report must state findings, expenditures, as well as publications and presentations which acknowledge ALSF funding. The grant may not be renewed; a no-cost extension may be requested in the final report.
- Publications, presentations and posters featuring results of the experiments funded by this grant mechanism should acknowledge “Alex’s Lemonade Stand Foundation (Grant #)”. Copies should be sent via email to Grants@AlexsLemonade.org.

Letter of Intent (LOI) Instructions

LOIs are required to ensure that the proposed research is within the scope of the Innovation grant. All LOIs will be reviewed by three members of the scientific review committee.

Format Instructions

- PAGE HEADER: PI name, institution and project title must appear at the top of the page.
- FORMAT: Follow NIH format guidelines: Arial, Helvetica, Palatino Linotype, or Georgia fonts with a font size of 11 points or larger with a minimum of ½ inch margins.
- ORDER & LENGTH: The order of the LOI should be followed, adhering to the maximum length allowed for each subsection indicated in parentheses, **not to exceed 1 page for Sections I – V.**
- No appendices allowed.

Create a **single PDF** for all sections and biosketch(es) and upload to the ALSF online application form ([see Application Submission Instructions](#)).

LOI Section Descriptions

- I. **Abstract** (250 words)
Must include: Rationale, Hypothesis clearly stated, Specific Aims, Design
- II. **Impact Statement** (two sentences)
State how this project will impact childhood cancer patients.
- III. **Innovation Statement** (two sentences)
State how this project is a novel approach to childhood cancer research.
- IV. **Resource Sharing** (two sentences)
The full application will require the applicant to describe how outputs from a completed project will be shared. State how this project’s impact will be enhanced by sharing outputs.
- V. **Resubmission** (100 words)



Has a full application for this project been reviewed by ALSF before and not been funded? If so, please describe what has changed (data, design, aims etc.) in response to the prior critique. If not, skip this section.

- VI. **Literature Citations** (no page limit)
Please use Vancouver style: numeric references within the text
- VII. **Biosketches** (no page limit)
Please use the NIH 5-page biosketch form for PI and Co-PIs.

Full Application Package Instructions (by invite only)

- All sections described below should be combined into **one PDF** (max 20 MB) and uploaded to the ALSF online application form ([see Application Submission Instructions](#)).
- All templates mentioned can be found at ALSF's [Information for Grant Applicants](#) page.

Format Instructions

- **PAGE HEADER:** All pages of the application should be numbered; the name of the principal investigator should appear in the upper right-hand corner of each page.
- **FORMAT:** Follow NIH format guidelines: Arial, Helvetica, Palatino Linotype, or Georgia fonts with a font size of 11 points or larger with a minimum of ½ inch margins.
- **ORDER & LENGTH:** The order of the application should be followed, adhering to the maximum number of pages allowed for each subsection indicated in parentheses.

Section Descriptions

1. Project Information

- a. **Cover Page (1 page):** Download and complete the [Cover Page Template](#).
- b. **Table of Contents (1 page):** Provide a Table of Contents with page numbers to the corresponding sections.
- c. **Scientific Abstract (0.5 page):** Summarize the research objectives and rationale.
- d. **Impact Statement (0.5 page):** How will this project impact childhood cancer?

2. Budget/Justification (3 pages):

- a. **Budget Template (1.5 pages):** Complete the [ALSF budget template](#). The signature from an institutional representative on the cover page of this grant application specifically acknowledges and accepts this budget and acknowledges that no indirect costs will be paid.
 - i. The award amount is \$250,000 over two years.



- ii. ALSF adheres to the NIH salary cap for Principal Investigator(s)/Co-Investigator(s).
 - iii. Indirect costs are not allowed.
 - iv. If utilizing a sub-contractor, you must include their budget. No indirect costs will be paid to the sub-contractor.
 - b. **Budget Justification (1.5 pages):** Include a narrative for the following. Use N/A in sections as needed:
 - i. Personnel
 - ii. Subcontractors/Subawards/Consultants
 - iii. Equipment (for equipment costs above \$5000)
 - iv. Travel
 - v. Computer and Software
 - vi. Other
3. **Biographical Sketch(es):** Use the NIH 5-page biographical sketch (SF424) format for the principal investigator and all key personnel. **Please list all current and pending funding that would support financial productivity of the PI in Section A (Personal Statement).**
4. **Research Plan**
 - a. **Resubmissions (1 page, if applicable):** If this proposal was previously submitted to ALSF and did not receive funding, describe any changes in response to the reviewer critiques (e.g. changes in experimental design, scope, new data)
 - b. **Specific Aims (1 page):** List the goals, long-term objectives and what the specific research proposed in this application is intended to accomplish. State the hypothesis to be tested and relevance to childhood cancer research.
 - c. **Significance (0.5 page):** Describe the relevant background that supports the current research plan. State the significance and importance of your proposed project with respect to childhood cancer research. Relate the specific aims to the goals and long-term objectives.
 - d. **Innovation (0.5 page):** Describe how the proposed research challenges and shifts paradigms, or introduces a novel concept, approach or technology and how this could potentially translate to the clinic in the near or long term.



- e. **Approach (four pages):** Describe the experimental approach to the research question and how the research will be realistically accomplished within the proposed funding period. This section must include but is not limited to:
 - i. A timeline
 - ii. Feasibility of the approach to reach project goals; if available, include PI's preliminary studies pertinent to the project.
 - iii. Anticipated potential problems and plans to address these issues.
5. **Resource Sharing (1-2 pages):** Use the [Resource Sharing Form](#) to complete this section of the application to describe the outputs from the proposed project and how they will be shared. Reviewers will be asked to consider the manner in which outputs from this project will be shared and the extent to which this plan will increase or decrease the impact of the proposed project.
6. **Literature Cited (no limit):** Use Vancouver or NIH style (numbered citations within text) format.
7. **Human Subjects (1 page):** If approved, include the IRB approval letter or equivalent. If approval is pending, indicate the expected approval date. If IRB approval is not applicable, include a note in this section.
8. **Vertebrate Animals (1 page):** If approved, include the IACUC approval letter or equivalent. If approval is pending indicate the expected approval date. If IACUC approval is not applicable, include a note in this section.
9. **Letters of Support (no limit):** Include any appropriate letters from individuals confirming their roles in the project. Institutional letters of support are not required, but can be included, especially if there are issues of feasibility that can be addressed.
10. **Appendix:** A brief appendix is allowed for Innovation Grants. Appendices should be included only if essential to the understanding of the application. Appendices are limited to one accepted but not yet published manuscript OR two pages of additional information such as a summary of the protocol (the approval number or CTEP number) and supplementary figures. *(Reminder: tables and figures noted in the text should be embedded in the body of the proposal.)*

Application Submission Instructions

Applicants must not use the Internet Explorer (IE) browser as it is not compatible with the online portal. Chrome and Firefox browsers are recommended.

1. To start an application, navigate to the portal at ALSFapps.force.com.
 - a. Returning applicants: login with your username and password.



- b. First time applicants: click the “New User?” link and complete your one-time registration and then login.
 2. After you’ve logged in, follow the directions on the dashboard to submit your application. Complete the online form with applicant contact and project information.
 - a. Enter the Project Title first, even if tentative. Then Save.
 - b. Applicant will be asked for basic contact information for themselves, co-PI(s) if applicable, grant manager and institution. If someone other than the PI is entering information into the portal, the “Contact Person” name entered **must** be the PI’s name.
 - c. In the respective sections enter the type of cancer impacted by the proposal, if it is a resubmission, the budget request amount, if an IACUC and/or IRB is required, as well as a 250-word summary of the research project in lay terms. The applicant will be asked to release this summary for use at ALSF’s discretion (website, press releases etc.) should the proposal be funded. The applicant may copy and paste information from other documents into these sections.
 3. The application document must be uploaded as **one PDF** (maximum of 20 MB).
 4. You may save your application to finish later. Go to ALSFapps.force.com and login again. You will land on your dashboard. Click “Applications” to edit your application in progress.
 5. Once completed, **you must submit the application** by clicking Review & Submit. You will see error messages for any required fields that need to be completed.
 6. After your application has been successfully submitted an email confirmation will be sent. You will not be able to amend the application after submission. If you do not receive a confirmation email, please contact Grants@AlexsLemonade.org.

Contact

- If you have any questions regarding the ALSF Innovation Grant, please contact Brenna Carswell, Grant Program Officer at B.Carswell@AlexsLemonade.org.