Clinical Investigator Career Development Award (2024-2027)

Guidelines and General Instructions for Application

KEY DATES

Application Release Date:	June 1, 2023
Application Deadline:	September 7, 2023 at 5:00 PM EST
Peer Review Process:	September – November 2023
Applicant Notification Date:	December 2023
Earliest Project Start Date:	March 1, 2024
Latest Project Start Date:	July 1, 2024

Introduction

LYMPHOMA RESEARCH FOUNDATION OVERVIEW:

The Lymphoma Research Foundation (LRF) remains dedicated to finding a cure for lymphoma through an innovative research program and by supporting the next generation of lymphoma researchers. LRF provides education for people with lymphoma, their loved ones and caregivers, including comprehensive disease guides and facts sheets, in-person conferences and online resources. The Foundation also provides continuing medical education programs designed to increase the knowledge, skills and performance of healthcare professionals. The Foundation's support services, including the LRF Helpline, Clinical Trials Information Service, financial assistance programs and Lymphoma Support Network, provide direct support to people with lymphoma. To learn more about the Foundation, visit lymphoma.org.

CAREER DEVELOPMENT AWARD OVERVIEW:

The Lymphoma Research Foundation (LRF) maintains a strong commitment to supporting early career investigators and ensuring they can build a successful career in the field of lymphoma research. The LRF Clinical Investigator Career Development Award (CDA) Program is designed to support physician investigators at the level of advanced fellow or junior faculty member who will contribute to the development of new lymphoma therapies and diagnostic tools. Eligible investigators must have no greater than five years of experience beyond completion of their fellowship or post-doctoral training (the five-year limit may be non-sequential in cases of pregnancy or illness).

The goal of the program is to prepare physician investigators to design and administer clinical research studies in lymphoma and assume primary responsibilities for clinical research, protocol writing, Institutional Review Board (IRB) submission and publication. As such, a Career Development Plan is required as part of the Grant Application. The proposed research plan should also develop the necessary knowledge and clinical research skills relevant to the investigator's career goals. The Grant is designed to provide physician investigators with support to spend 35-50 percent of their time implementing clinical research studies in lymphoma.

The LRF Clinical Investigator Career Development Award provides a total of $225,000 to grantees over three years. The Grant provides salary support in the amount of $70,000 per year. Incidental funds of $5,000 per year may be budgeted for research supplies or professional development expenses such as tuition, registration fees, and travel for courses and meetings that are integral to the Career Development Plan. This Grant does not provide institutional overhead.

SPECIAL INITIATIVE FUNDING:

For the 2024 cycle, the Lymphoma Research Foundation has opened several special research initiatives which reserve funding for exemplary projects in specific patient populations and researchers that self-identify as an individual from an underrepresented group.

Through LRF's Health Equity Initiative, a minimum of one CDA will be awarded to a project which focuses on health equity issues in lymphoma and CLL or whose PI self-identifies as a member of an underrepresented group in medicine. The LRF refers to the Association of American Medical College's definition of underrepresented groups which includes but is not limited to Asian Americans, Asian Canadians, American Indian/Alaska Native or First Nations, Black/African American, African Canadians, Hispanic/Latino, and Native Hawaiian/Other Pacific Islander or Women. To receive the Health Equity Initiative funding as a PI, the applicant must also be a citizen or permanent resident of the United States or Canada and meet all other eligibility criteria for the CDA (see "Applicant Eligibility"). Applicants that meet these additional criteria are strongly encouraged to apply.

RESEARCH OBJECTIVES AND EVALUATIVE FACTORS:

All projects must be focused on hypothesis-driven clinical research in lymphoma – the Foundation considers "lymphoma" to encompass all recognized lymphoma subtypes listed in the 5th edition WHO classification of lymphoid malignancies, including chronic lymphocytic leukemia (CLL). Projects which combine the study of lymphoma/CLL with another cancer or hematologic malignancy not included in the WHO classification of lymphoid malignancies (including myeloma and leukemias) will not be accepted. The project should be developed by the applicant and should include at least the framework of a research protocol. Applications will be reviewed by members of the LRF Scientific Advisory Board (SAB).

While translational aims may be included in a CDA research proposal, they are not required. At least one clinical research aim should be the primary focus of any CDA application.

Review of applications will be based on, but not be limited to, the following factors. Each factor will be judged in reference to its relevance to clinical research in lymphoma.

- Applicant qualifications, relevant clinical research experience, and commitment to pursuing a career in lymphoma clinical research.
- Mentor(s)'s qualifications and record of success in training independent Clinical Investigators.
- Career Development Plan, which clearly leads to research independence.
- Innovation of proposed research strategy and objectives.
- Relevance and research impact to the future of lymphoma treatment.
- Research Implementation Plan.
- Availability of resources, such as facilities and patient study group, to support the project.

APPLICANT ELIGIBILITY:

To account for training delays or furloughs that may have occurred as a result of the COVID-19 pandemic, LRF is temporarily extending the maximum eligibility for each track by one year, the new limits are noted in the section below.

1. Applicants must be licensed physicians at an academic or nonprofit clinical research institution in the United States or Canada for the duration of the LRF Clinical Investigator Career Development Award, and intending to pursue a career in lymphoma clinical research. Applicants based at the NIH or another U.S. government entity are not eligible to apply for LRF CDAs. Citizenship or permanent residency is not required for general CDA eligibility, but may affect eligibility for Health Equity Initiative funds.

2. Applicants for this award should be clinical physicians in one of the ACGME accredited specialties (e.g., hematology/oncology, pediatrics, pathology, dermatology, radiation oncology).
3. The applicant must be an advanced fellow or junior faculty member with at least 2 years (24 months) of fellowship or postdoctoral training and no greater than six years of experience beyond completion of his/her fellowship or postdoctoral training (the six year limit may be non-sequential) at the start of the award period (March 1, 2024).
4. Persons with non-traditional career tracks are encouraged to apply. They should have participated in developing new therapeutics and/or diagnostic tools for lymphoma.
5. Applicants must demonstrate that they already possess a broad knowledge of lymphoma biology and treatment and their desire to apply this knowledge to developing and evaluating new treatments.
6. The applicant must spend 35 to 50 percent of his/her time in research. This time should be free of major patient care, teaching or administrative responsibilities.
7. The applicant will have primary responsibility for the design, protocol writing, IRB submission, conduct, analysis and publication of one or more clinical trials during the award period.
8. **Please note: The LRF CDA recipient will not be permitted to hold any other career development award during the award period of the LRF grant.** Examples of grants which fall in this category include NIH K-series awards, American Cancer Society Clinician Scientist Development Grant, ASH Scholar Awards, Leukemia and Lymphoma Society Career Development Program Grants (any level of Fellow or Scholar grants) and/or any grant termed a "career development award" or which supports primarily principal investigator (PI) salary. LRF CDA Grantees may not simultaneously hold career development awards from other foundations even if there are no overlapping expenses with the LRF grant. Supply and material costs for the clinical research project should be supported by institutional funds or another grant which is not a career development award; funds from an NIH Institutional Training grant (T32/K12 or equivalent) are considered part of the "institutional funds" category and are allowable. The percent of research time for the PI on all active grants should not add up to more than 100%. LRF must be informed as to the sources and the amounts of all extramural/non-institutional funding received by the CDA recipient during the term of the LRF Grant, and reserves the right to determine that the LRF Grant may not be held concurrent with other funding.
9. All LRF applications are self-initiated. LRF does not invite applications from selected individuals, institutions, or laboratories.

CAREER DEVELOPMENT PLAN:

A Career Development Plan (the "Plan") that describes the course of action the applicant will take over the three-year grant period to develop the skills and experience necessary to progress to the next level in his or her career to obtain the necessary training to serve as a Clinical Investigator must be included in the body of the application.

Include Budget for tuition, registration fees, and travel for courses and meetings that are integral to the Plan. The Plan must also include a commitment and strategy for writing and publishing a substantial scholarly work demonstrating a mastery of lymphoma research and lymphoma treatment. Page limits and formatting instructions may be found in "Application Process" item 11.

MENTORS:

A primary mentor at the applicant's home institution must be identified in the application and this individual's role in the training and research activities of the applicant must be described, including a plan for periodic evaluation of the applicant's progress. The primary mentor will be responsible for signing the application cover sheet and, if the award is

granted, completing the designated section of annual progress reports. Primary mentors may only support one CDA applicant per cycle.

In addition to the primary mentor, the applicant is encouraged to enlist associate mentors (including those at other institutions) to provide specialized training and support in areas such as biostatistics and the performance and evaluation of procedures, tests, or assays used in the research. It is expected that the experienced primary mentor and, when applicable, associate mentors, will provide counsel to the applicant in planning and implementing the clinical protocol, monitoring the research, and in reporting the results, but these documents must be the work of the applicant. The mentor(s) will also advise the applicant in developing and implementing the Career Development Plan required under the grant. The application must describe how the primary and, if applicable, associate mentors will interact with the applicant during the period of the award. Both primary and associate mentors must submit a biosketch and provide a letter of support committing to their role and interactions as described in the application.

PUBLIC ACCESS POLICY – PubMed CENTRAL:

LRF funded researchers are required to submit, or have submitted for them, to the National Institutes of Health's PubMed Central database an electronic version of the author's final manuscript including all modifications from the publishing and peer review process (the "postprint") upon acceptance for publication, to be made publicly available no later than 12 months after the official date of publication. This requirement applies to all grants awarded after May 1, 2012, whether LRF funds the research in whole or in part.

All scientific progress reports must include the PMC ID number (PMCnnnnn) to publications in Pub Med Central supported by the Lymphoma Research Foundation starting on May 1, 2012.

PHYSICIAN PAYMENTS SUNSHINE ACT:

Please be advised that a portion of LRF's funding for certain Career Development Awards is underwritten by manufacturers of pharmaceutical drugs and devices and/or other entities who are required to report payments or transfers of value made to U.S. physicians and teaching hospitals under the federal Physician Payments Sunshine Act. LRF's understanding is that payments made to the recipient of a Career Development Award that has been supported by one of these entities are reportable as research grants under the Sunshine Act if the applicant is a licensed physician (MD or equivalent) in the United States. Applicants will be notified at the time of the award letter if their grant payments are considered reportable.

Application Process

SUBMISSION INFORMATION:

All interested grant applicants must submit their applications online through Proposal Central (https://ProposalCentral.altum.com/) by **5:00 PM EST on September 7, 2023**. Applicants are encouraged to contact LRF at researchgrants@lymphoma.org for questions or concerns relating to issues of eligibility for or responsiveness to this RFP.

To avoid being rushed at deadline time, applicants are encouraged to register and complete a professional profile at Proposal Central **now**. Applicants should make sure their grants and contracts office has registered their institution and

signing officials with Proposal Central, and that they acquaint themselves with any internal approval processes required by their institution's grant office.

Applications that do not meet eligibility requirements, or that exceed page limitations, will not be reviewed.

RESEARCH PROPOSAL FORMAT:

Use the template supplied by Proposal Central and upload as PDF**. Please be sure to follow the page limit and font instructions as listed on the first page of the template. Margins should be no smaller than .75 inches.**

The Research Plan description should discuss the nature of the proposed research plan and should cover the following points:

1. SCIENTIFIC ABSTRACT
2. SPECIFIC AIMS – to be accomplished within the period of the award
3. BACKGROUND AND APPLICANT ROLE – This should include a detailed description of the contribution you, as the applicant, made to the development of this project and what your role will be in the execution of the project going forward. Please clearly state whether you will be doing the work on all research aims or if any work will be done by collaborators. If translational aims are part of the proposal, please also explain how the inclusion of these aims will enhance your development as an independent researcher.
4. PRELIMINARY STUDIES
5. EXPERIMENTAL DESIGN AND METHODS – Provide evidence of appropriate facility resources and define how the available patient study group will contribute to the outcome of the project. Support letters from pharmaceutical partners/other collaborating entities are strongly encouraged where applicable and should be included in the Appendix. Summarize any clinical protocol that pertains to this proposal and indicate if it has either been approved or the expected timeline for its approval. If patient tissue samples are required for this project, please include plans for how these samples will be obtained.
6. QUANTITATIVE MILESTONES AND FEASIBILITY– Please include the estimated timeline for the execution of this research plan within the grant period. For example, projects involving clinical trials should include a timeline for accrual, and those involving collection of data or patient samples a timeline for completing that collection. Projects with translational aims involving analysis of samples should clearly state the plan for covering the cost of the analysis and completing that analysis within the grant period. If you are a fellow and anticipate transitioning to a faculty position during the grant please include your anticipated plan for how your transition will impact your research project.
7. RELEVANCE TO THE UNDERSTANDING AND TREATMENT OF LYMPHOMA – Please explain the potential impact of your research project on the scientific understanding of lymphoma and/or patient care.
8. RESPONSE TO FEEDBACK (resubmissions only) – If you are resubmitting the same project you submitted in a previous LRF application cycle and received written feedback with your response letter, summarize any changes made to the project as a result of the feedback provided. If you did not receive written feedback, please note you did not receive written feedback and address any changes made from the previous submission. You may use up to one extra page on your research proposal to include this section. If you have applied to the LRF Career Development Award previously but have a new project do not complete this section.
9. REFERENCES

Limit Sections 1-7 of your Research Plan to **13 pages, including tables and figures**, as per instructions on the template. If you are completing the Response to Feedback section, you may use one additional page. References and any table of contents are not included in the page limit.

Please note proposals that exceed page limits will not be reviewed.

A **complete** application also includes the following:

1. **Key Personnel, Institution, and Application Signature Page:** Proposal Central will produce an electronic signature page from the information entered in the Key Personnel section and any person designated the Grants Officer or Signing Official on the Institution section. After adding and saving individuals, a green box should appear at the top of the screen noting that the person has been given Edit access and designated as a signatory on the application. **The PI, their Primary Mentor, and either the Institutional Signing Official or an authorized Grants Officer should log in individually to Proposal Central and electronically sign where indicated**. An automated email will be sent from Proposal Central to each signee, but signatories can also log in to their Proposal Central account and access the application from their "Home" tab.

2. **LRF Waiver:** Download the template from Proposal Central. The original of the Waiver must be signed by the applicant, the primary mentor, and an authorized signing official of the sponsoring institution (please confirm appropriate signing officials with your institution's grant office). The waiver may be signed in ink or with an electronic signature program such as Adobe or DocuSign, and then uploaded in the Attachments section as a PDF.

3. **ORCID** – The Lymphoma Research Foundation strongly encourages all applicants to set up an ORCID profile and link it to their grant application. Follow the steps in the "Applicant" screen of the Proposal Central application to link your existing profile or set up a new one.

4. **Non-Technical Abstract**: Enter in Proposal Central. This is a brief description (100 words or less) of the proposed research plan presented in terminology for the general public. It should be in language understandable to the average reader of a daily newspaper but still convey the purpose of the project. **Please note Proposal Central accommodates additional characters in the abstract section, please try to stay as close to 100 words (500-800 characters) as possible.**

5. **Technical Abstract**: Enter in Proposal Central. In addition to describing the project using technical language, the Technical Abstract should explain (in 100 words or less) the significance of the research plan to the field of lymphoma. (Note: The non-technical and technical abstracts should explain the significance of the proposed work for patient treatment in lymphoma.)

6. **Keywords:** In Proposal Central, please select all applicable keywords in each of the four Areas of Study categories. A thorough, accurate selection of keywords will enable LRF to match your application with appropriate reviewers. If you are having trouble seeing the full keyword list, try increasing the width of your browser window.

7. **Collaborative Partners**: In the designated question of the Organizational Assurances section of the Proposal Central application, list any non-key personnel labs/institutions, consortia, cooperative groups, industry partners, or other collaborative partners that will be providing significant material resources to the project (i.e. funding, access to therapies, statistical or sample analysis, data or tissue samples, etc.). Please indicate whether requests for this support are pending or approved. **Support letters confirming support or resources for the project are required for any entity who are indicated as having approved their support in the Organizational Assurances section – please note that if you are receiving samples and/or data from multiple researchers or institutions through a consortia or collaborative project, one letter from the head of the project confirming their support**

will suffice. Letters should be uploaded in the Attachments section and will count towards the appendix page limit (see page 8).

8. **Statement of Level of Effort:** In Proposal Central, provide the approximate percentage of time that the applicant will devote to each work activity (e.g., research, clinical, teaching, administration, other). The Clinical Investigator must spend a minimum of 35 to 50 percent of his/her time in lymphoma clinical research. This time should be free of major patient care, teaching, or administrative responsibilities.

9. **Current and Pending Research Support:** In Proposal Central, list all active and pending research support for the applicant. Include all individual and institutional support available for the proposed work during its duration. For each item, provide a source of support, identifying number, project title, name of principal investigator/program director, annual direct costs, and total period of support. Failure to provide evidence of sufficient supporting funds for the proposed research can invalidate the application. *Note: Proposal Central now records other support in your personal profile. Follow the instructions in the application system to enter or import information from your profile to this section.*

   Research support for the primary mentor should be indicated using the Mentor Support template and uploaded as an attachment; list all active research support and highlight lymphoma/CLL specific support, indicating if the support will apply to the project proposed in the application. Associate mentor support is required only if the support is funding any portion of the applicant's project.

10. **Primary Mentor's Letter of Support:** This letter should demonstrate the primary mentor's support of your project and commitment to provide the necessary training and supervision, as well as include a detailed description of the contribution you, as the applicant, made to the development of this project independently of your mentor or other colleagues. All letters should be submitted on institutional letterhead. Upload in PDF format in the Attachments section. **Please note your primary mentor must be based at your home institution.** If associate mentors are not being counted towards the three blinded support letters (below), please include their support letters in the appendix.

11. **Additional Letters of Support:** In addition to providing a letter of support and commitment from the applicant's primary mentor, list three (3) senior researchers/clinicians who are familiar with your past work and/or training and can comment on your career potential – this may include any associate mentors on the project, fellowship program directors, division directors, and/or collaborating senior faculty. Proposal Central will automatically notify these individuals via email, and their (blinded) letters of support will be included with your submission once uploaded. Applicants are encouraged to confirm with the three individuals who will supply letters that they have received the email from Proposal Central and that they have been able to login to the system well before the deadline. **Letters must be fully submitted before the application deadline or the system will prevent you from submitting your application.** If you have additional letters of support you may upload these in the appendix, but they will count towards your appendix page limit. For technical assistance submitting letters, please refer to the Proposal Central technical helpline information on page 9.

12. **Organization Assurances**: In Proposal Central, please indicate if human subjects, vertebrate animals, recombinant DNA, and/or biohazards are used in the proposed research proposal. If the answer is yes, please note whether approval for use of these resources is approved or pending. Projects with approval should upload a file with correspondence confirming that approval has been granted; the entire assurance document is not needed. Projects whose approval is pending should upload a note indicating the approximate date when an approval is expected. Awarded applicants that are still pending at the time of application will need to provide proof of approval in order to receive the award.

13. **Applicant's Biographical Sketch:** Please follow the current NIH format and upload as a PDF. If you are using the fellowship version of the template, please note the section on coursework completed is not required.

14. **Mentor(s) Biographical Sketch(es):** Please follow the current NIH format and upload as a PDF. If any associate mentors are listed, they should also submit a biosketch.

15. **Career Development Plan:** Limit to 2 pages. Use the template supplied by Proposal Central, and upload as PDF. The Career Development Plan should describe the course of action the Applicant will take over the 3-year grant period to obtain the necessary training to serve as a Clinical Investigator. The Plan should provide sufficient detail to demonstrate that, at the conclusion of this award, the Applicant will have acquired a high level of knowledge, skills and experience in lymphoma clinical research. The Plan should include how the Applicant intends to participate in advanced courses, seminars, research meetings and other educational activities at the sponsoring or an affiliated institution, or how such clinical research training will be otherwise acquired. It also should include a commitment and strategy for writing and publishing a substantial scholarly work demonstrating a mastery of lymphoma research and lymphoma treatment.

16. **Budget**: Enter a budget in the Proposal Central template outlining the planned expenses for the grant. For salary, fill in $70,000 for each year (fringe may be included in this amount). In the non-personnel section, outline the planned expenses for the $5,000 incidentals each year. The start date for Year 1 should be no earlier than March 1, 2024 and no later than July 1, 2024. Applicants who require later start dates than July 1 should apply in the next application cycle. **Institutional overhead, visa costs, or salary for non-PI personnel are not allowable.**

APPENDICES:

The following additional documents **should be uploaded in PDF format.** Appendices 1-2 (and any additional support letters) should not exceed 30 pages total. Publication reprints are not subject to the 30 page limit but should not exceed five publications total.

1. **Other Research Support for Mentor**: See "Current and Pending Research Support" directions on pg. 6 of the RFP.
2. **Support Letters from Pharmaceutical Partners or Other Collaborators**: See "Collaborative Partners" on pg. 5 of the RFP.
3. **Publication Reprints:** Each application is limited to 5 (five) publications.

PLEASE NOTE--About attachments/appendices:

When uploading documents to Proposal Central in the appendices, please be sure to follow the guidelines below in order to ensure that your attachments will be viewed by the reviewers as you intended.

- Review the permissions and security settings in the PDF attachment and be sure that the file is not password protected or locked for editing so that it can merge properly with the rest of the application when downloaded.
- Check all merged documents created in Adobe PDF to make sure that each page is merged properly.

To check that the entire application is correct and in the proper order, please select the blue hyperlink "Signature Page(s)" in the left menu tab. Then, click the red button "Print Signature Pages and Attached PDF Files." This will create a merged PDF of your application, which includes the attachments that you uploaded. If any pages are

FOUNDATION CONTACTS:

Whitney Steen
Director, Research Grants and Initiatives
Phone: 212-349-2910, press option 4 and then option 5

Tricia Mitchell
Research Program Coordinator
Phone: 917-750-1445

Grants General Email: researchgrants@lymphoma.org

TECHNICAL HELPLINE:

Questions concerning login access, difficulty uploading documents, and/or error messages from the Proposal Central electronic submission system should be directed to the Proposal Central helpline, which is available for questions from applicants during normal business hours (8:30 a.m. – 5:00 pm EST), Monday-Friday.

Phone: 800-875-2562(Toll free) or 703-964-5840

E-mail: pcsupport@altum.com

APPLICATION DEADLINES AND TIMETABLE:

- **Application**

  Submission Deadline: September 7, 2023 at 5:00PM EST. EXTENSIONS WILL NOT BE GIVEN.

- **Review**

  September-November 2023

  All applications will be reviewed by the LRF Scientific Advisory Board (SAB).

- **Notification**

  December 2023

  Applicants will receive notification of funding decision no later than December 21, 2023. Individuals selected as LRF Grantees will receive with their notification an LRF Research Grant Agreement and Policy, Terms and Conditions for signature by the LRF Grantee, the mentor, and the sponsoring institution.

- **Funding**

  Earliest March 2024, Latest July 1, 2024

  Funding will begin no earlier than March 1, 2024, and must begin no later than July 1, 2024. Payments will be made semi-annually to the Sponsoring Institution, which will be responsible for disbursing funds to the LRF Grantee. Applicants who need later start dates than July 1 should apply in the next cycle.

GENERAL INFORMATION ABOUT THE APPLICATION AND AWARD PROCESS:

Applicants should follow the instructions on the Proposal Central website and in this RFP to complete the application. The application does not need to be submitted all at once; it will be saved on the Proposal Central

server until completed. Incomplete applications cannot be submitted. A complete application must include all of the items listed on pages 5 through 7, including all required signatures. All applications must be submitted in English.

Applicants and their institution's grant office may also wish to review the sample Fellowship/CDA Research Grants Policy, Terms and Conditions, and the Grants FAQ, which are available on the LRF website at lymphoma.org/grants. All chosen awardees must adhere to all requirements as stated in the Policy, Terms, and Conditions. Please contact researchgrants@lymphoma.org with concerns or questions about the requirements.

After successful submission of an application, applicants will receive a confirmation email from Proposal Central. **Please check that the email associated with your Proposal Central account is one where you wish to receive notifications about your application, as all response letters will be sent to that email.**

If selected for an award, payments will be made semi-annually to the sponsoring institution, which will be responsible for disbursing funds to the LRF Grantee. If the grantee leaves the sponsoring institution, the grant will be transferred to the grantee's new Institution or payments will be ended early if the grantee moves to a non-eligible institution or is otherwise unable to continue their research project. The institution and/or mentor cannot transfer LRF Grant funds to a different researcher if the original recipient becomes ineligible or unavailable.

All LRF applications, application evaluations, and priority scores are considered confidential and are made available only to the SAB, the Board of Directors (BOD), LRF and Proposal Central administrative staff, and other LRF representatives involved in the application process. Applications discussed during the final round of review may receive some feedback from the committee with their response letter, however, full critiques of applications, scores, and rankings are not made available to applicants. Although LRF and Proposal Central endeavor to protect the confidentiality of proposal and evaluation materials, confidentiality cannot be guaranteed.

LYMPHOMA SCIENTIFIC RESARCH MENTORING PROGRAM APPLICATION CONSIDERATION:

LRF's Early Career Grants Program also includes the Lymphoma Scientific Research Mentoring Program (LSRMP), an education and mentoring program with two tracks: the Clinical Track, for clinical fellows and junior faculty with a focus in clinical research in the field of lymphoma, including epidemiology, and the Laboratory/Translational Track, for researchers at the levels of postdoctoral fellow, clinical fellow, or junior faculty with an interest in laboratory-based research including bench, translational, and pathology research, as well as statistical research. The program is two years in length and offers a broad education on research and career development as well as managing career and quality of life issues.

Program participants, called LRF Scholars, attend an initial LSRMP Workshop which is four and a half days in length. The 2024 workshop will take place March 4-8, 2024 in Henderson, NV. Additional follow-up activities are held in Fall 2024 and 2025.

LRF Career Development Award applicants may grant the LRF review committee permission to consider their CDA application for the LSRMP by checking the box at the bottom of the Title Page section of the online application. Applicants who check this box must be available to attend all LSRMP activities if chosen for the program. Please note that priority review will always be given to applicants who apply to the LSRMP directly and CDA applicants who check the LSRMP box are not guaranteed that their application will be reviewed by the LSRMP committee. Applicants with a strong interest in attending the LSRMP are encouraged to submit an application directly through one of the LSRMP tracks in order to ensure their application is reviewed.

For additional information on the LSRMP, please review the LSRMP RFP and FAQs at lymphoma.org/grants .

Clinical Investigator Career Development Award

Eligibility Checklist

Use this checklist to help verify your eligibility. Persons with non-traditional career paths are encouraged to apply. If you remain uncertain about eligibility after completing this form, please email researchgrants@lymphoma.org.

Applications must meet all of the following eligibility criteria in order to be reviewed.

ELIGIBILITY CRITERIA		
1	Applicant is a licensed clinical physician (MD, MD/PhD, DO or equivalent) at a research institution in the U.S. or Canada. Applicant **must** be from an ACGME accredited specialty (e.g., hematology/oncology, pediatrics, pathology, dermatology, radiation oncology).	☐
2	Applicant is an advanced fellow (at least 24 months of fellowship training) or junior faculty member with no greater than 6 years of experience beyond completion of their fellowship or postdoctoral training as of March 1, 2024. (The six-year limit may be non-sequential in case of pregnancy or illness.)	☐
3	Applicant's project involves clinical research in lymphoma and/or chronic lymphocytic leukemia and does not include other hematologic malignancies or cancers. The project should contribute to the development or assessment of therapies or diagnostic tools. Translational and/or laboratory research components are permitted as long as they are not the primary focus of the project.	☐
4	Applicant may not simultaneously receive another career development award (such as NIH K-series awards or equivalent). Refer to page 2 of the RFP for full details on these restrictions.	☐
5	Applicant will spend 35 to 50 percent of their time in research as opposed to patient care, teaching, or administrative responsibilities.	☐
6	Applicant has a primary mentor at their institution, who will oversee the applicant's research training.	☐
7	Applicant is primarily responsible for the design, protocol writing, IRB submission, conduct, analysis and publication of one or more clinical trials during the award period.	☐

Checklist for Applicants

Clinical Investigator Career Development Award 2024

Use this checklist as a tool to help in preparing your submission. Ensure that you allow **enough time** to complete the application process to meet the deadline of **5:00 pm (EST) September 7, 2023**, as late applications **will not be accepted**.

If this checklist is not part of the full RFP document, review the full RFP document at lymphoma.org/grants before starting your application.

Application and Submission Checklist

- ❑ Register and complete a professional profile at Proposal Central (https://ProposalCentral.altum.com).
- ❑ Ensure that your grants and contracts office has registered your institution and signing officials with Proposal Central and that your primary mentor has a Proposal Central account so they can sign your application.
- ❑ Three (3) letters of support **in addition to** your mentor's letter, are required. Applications cannot be submitted if three support letters have not been uploaded - make sure your letter writers know and can comply with the application deadline.
- ❑ Begin the application process on the Proposal Central system. You do not need to complete the application all at once; your application will be saved on the server until completed. ***Incomplete applications cannot be submitted***. See more on required Application parts below.
- ❑ Download and review with your institution's grant office the "Research Grants Program Policy, Terms and Conditions" as posted on lymphoma.org/grants. **All** applicants must adhere to all requirements as stated in the "Terms and Conditions."
- ❑ Have yourself, your Primary Mentor and either your Institutional Signing Official or an authorized Grants Officer sign the Signature Page electronically through Proposal Central
- ❑ Have yourself, your Primary Mentor and your Institutional Signing Official sign the LRF Waiver, which may be signed in ink or by an electronic signature program such as Adobe Sign or DocuSign. The fully signed document should be uploaded in the Attachments section.

In addition, note the following required application components:

- ❑ **Applicant Biosketch**
- ❑ **Applicant Career Development Plan – see RFP page 5 for detailed page limits**
- ❑ **Mentor Biosketch(es)**

- ❑ **Statement of Level of Effort**
- ❑ **Mentor Letter(s) of Support**
- ❑ **Three (blinded) general Letters of Support**
- ❑ **Non-Technical Abstract**
- ❑ **Technical Abstract**
- ❑ **Areas of Study/Keywords – fill out through Proposal Central.**
- ❑ **Research Plan – See RFP page 5 for detailed page limits, and special instructions for resubmissions.**
- ❑ **Current and Pending Research Support**
- ❑ **Budget—Fill out through Proposal Central.**
- ❑ **Regulatory Documentation (IRB, etc.), if applicable to proposal – please note only confirmation of approval is required, not the entire assurance.**
- ❑ **Appendices – other attachments needed to support the application (limit 30 pages total):**
  - ❑ **Mentor's Research Support**
  - ❑ **Support letters from collaborators/pharmaceutical partners, if applicable to proposal**
  - ❑ **Publication Reprints -- not required. Publications are not subject to 30 page limit but no more than five (5) publications should be submitted.**