Request for Proposal
for 2016 Hyundai Hope On Wheels
Pediatric Cancer Research Funding

January 22, 2016
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INTRODUCTION

Hyundai Hope On Wheels® [“HHOW”] is a 501(c)(3) non-profit organization that joined the fight against childhood cancer in 1998. The organization funds life-saving research and creates awareness for childhood cancer. Since its inception, HHOW has donated more than $100 million to fund pediatric cancer research.

In 2016, HHOW will make available at least $7 million in Hyundai Scholar Hope and Young Investigator research grants for pediatric cancer. The following categories of grants are available:

- Hyundai Scholar Hope Grant: $250,000 (two-year award)
- Hyundai Young Investigator Grant: $150,000 (two-year award)

Eligibility to apply for a Scholar Hope or Young Investigator Grant is limited to Children’s Oncology Group (“COG”) member institutions in the U.S. Each eligible institution may submit up to two applications per grant category. Applicants will be notified by May 2, 2016 on grant selections. If selected, the first funding installment is planned for release by December 31, 2016. Approved research projects may begin upon receipt of grant award disbursement. As a material condition for Hyundai Hope On Wheels reviewing of the application and, if selected, the institution that receives a grant agrees to all terms and conditions of the award, and agrees host a Hyundai Hope On Wheels handprint ceremony at its location during September of 2016.

PHILOSOPHY OF HYUNDAI HOPE ON WHEELS GRANTS

The intent of the Hyundai Hope on Wheels Grants is to provide funding for principal investigators (herein referred to as PI), whose research projects are likely to have a significant impact on improving the understanding of the biology of childhood cancer and/or developing novel diagnostic, prognostic and therapeutic approaches for pediatric malignancies. Projects sought to be funded by this program will be those that pursue innovative research that is translational in nature, that is, has the potential to impact childhood cancer diagnosis and treatment. Clinical trial research projects are not eligible for consideration.

Funding for the Grants is awarded to the applying institution (herein referred to as the applicant) for the purpose of supporting the PI and the research specified in the proposal.

Submitting PIs are to be selected by the chief of pediatric hematology-oncology at the applicant institution.
APPLICATION CRITERIA

- The Hyundai Scholar Hope Grant is a $250,000 award (paid $125,000 per year), which may be used for up to two years. Approved funding may be used only for the purpose expressly set forth in the applicant’s proposal and specifically performed under the auspices of the PI identified in the proposal.

- Applicant eligibility:
  1. PI must be an MD or MD/PhD Physician whose research is focused on pediatric oncology.
  2. PIs must have completed their fellowship sub-specialty training at the time of the award.
  3. Applicants must be U.S.-based, and research is focused on projects within the U.S. market.
  4. Clinical research studies or medical trials are not eligible for consideration.

- The proposal shall be submitted online via the proposalCENTRAL website. Instructions for online submissions will be sent directly to the PI who has been identified by the applicant’s division chief of pediatric hematology-oncology. The proposal shall include:
  1. Executive Summary, not to exceed 300 words, to outline project aims, outcomes, and benefits to pediatric cancer. The executive summary should also include brief bulleted statements in lay language on the goals of the project. These will be used to describe approved projects in HHOW websites and promotional materials.
  2. Project Proposal, not to exceed 4 written pages, must include aims, outcomes, research design, expected outcomes, research findings, and any other relevant information for the review.
  3. Eligible projects must be those with a translational impact on research. Support will not be provided for clinical trials and correlative biological studies in a clinical trial.
  4. A separate one-page budget summary in Excel format is required. Budget shall reflect expected expenditures allocated by category. If any portion of the project includes funding from other grantors, applicant shall identify the other grantor funding and terms. Applicant shall also describe the use of the Scholar Grant funding separate from other funding.
  5. Must submit each of the following: Bio-sketch, Institution W9, IRS Determination Letter, Letter of Support, PI photo and a separate one-page summary of project expected milestones and measurable goals for every year during the Scholar Grant period.
• Applicants will be notified of grant selection by May 2, 2016. Selected proposals may begin research projects on receipt of funding, by December 31, 2016. Research projects shall be completed by December 31, 2018.

• Progress reports are to be submitted to HHOW by December 1, 2017, and a final progress report shall be submitted by March 31, 2019. The format of which shall be a one-page summary to include project name, goals, actions taken, results, presentations/publication, and key findings. A separate one-page budget report is required.

• As a material condition precedent to receiving the grant, the Applicant must abide by all terms and conditions herewith, and agree to host a check presentation and handprint ceremony in September 2016, during National Childhood Cancer Awareness Month.

• During the term of the Grant, the Applicant must remain a member of the COG, operating in the U.S. and primarily serving U.S. residents.

• During the term of the Grant, the Applicant must remain a non-profit entity with a certified 501(c)(3) or equivalent tax exemption status.

• The Applicant may submit up to two Grant applications in each category, pertaining to at least two PIs. The application(s) shall include a letter of support from the applicant’s division chief of pediatric hematology-oncology. The letter should not exceed two pages.

• With the submission of the Grant application(s), the PI(s) confirm(s) that each is authorized by the officers of the institution to submit and it agrees to abide by all terms and conditions. This is a material term and consideration for review of all grant submissions.

• As a material condition precedent to receiving the grant, a Memorandum of Understanding (MOU) is required to be executed for all approved Grants. No changes of any sort to the MOU will be allowed. A copy of the MOU will be provided to each funded awardee and is available upon request.

• Applicant agrees that failure to abide by terms and conditions of an approved grant may result in revocation of un-released grant funds, and/or future ineligibility for HHOW grants.

• No indirect costs are allowed to be included in grant proposed budget.
2016 HYUNDAI YOUNG INVESTIGATOR GRANT

APPLICATION CRITERIA

- For 2016, the Hyundai Grants has a separate category for PIs who qualify as a Young Investigators.

- The Hyundai Young Investigator Grant is a $150,000 grant, which will be provided as $75,000 per year grant for years 1 and 2.

- The criteria and application details are the same as the Hyundai Scholar Hope Grant, with the exception of eligibility criteria.

- Eligible Criteria for Young Investigator:

  1. Must be an MD/physician who is currently in his/her 3rd or 4th year of an accredited pediatric hematology-oncology fellowship training program and involved in pediatric cancer research; or

  2. Must be a pediatric oncologist/MD, in his/her initial academic appointment, within 6 years from completion of fellowship training, and involved in pediatric cancer research.

- Applicants will be notified of grant selection by May 2, 2016. Selected proposals may begin research projects on receipt of funding, by December 31, 2016. Research projects shall be completed by December 31, 2018. The proposed research shall be conducted during 2017 – 2018, and completed by December 31, 2018.

- An initial progress report is to be submitted to HHOW by December 1, 2017, and a final progress report shall be submitted by March 31, 2019.
OVERVIEW

- Up to TWO proposals in each category (i.e. one Young Investigator and one Scholar may be submitted from any Applicant), for a total of four.

- A PI may apply in either category, but not both.

- Applications for the Young Investigator category shall indicate “Young Investigator” on application cover, and select “Young Investigator” option during the on-line process.

- Grant funds may be used to support bench or translational research and must have a direct relevance to pediatric cancer.

- Examples of eligible proposals include, but are not limited to, support of promising young research investigators, high risk/high impact projects, new directions for mid-or late career scientists, etc.

- There is NO provision for indirect costs through the Scholar Hope or Young Investigator Grants.

- Research proposals will be evaluated based on:
  o Relevance to pediatric cancer
  o Quality of science
  o Innovation
  o Potential for success
  o Potential impact on the field
  o Quality of applicant
  o Quality of institutional environment
  o Demonstrated need for funding

- Applicants may use funds in conjunction with another award on the same topic. However, the difference has to be clearly identified in the budget.

- If Applicant has submitted multiple applications, for funding the same project concurrently, to other foundations or granting agencies, HHOW must be notified in the written application (Section VII below)

- All applications are to be submitted via the proposalCENTRAL website.

- All proposals must be submitted no later than 5 p.m. PST on Tuesday, March 1, 2016.
The following sections are mandatory, and appendices are not permitted. Grants proposals that do not meet these guidelines will not be reviewed.

I. **Contact information**

II. **Lay summary** (no more than 300 words - 1 page total) – not less than 11pt font (acceptable fonts include Calibri, Times New Roman, or Aria); and not less than 1 inch side, top and bottom margins.

III. **Research Proposal** (NOT TO EXCEED total 4 pages). If the proposal exceeds this page limit, the proposal will be immediately disqualified and not reviewed. This will be STRICTLY ENFORCED.
   - Background and Rationale
   - Specific aims
   - Approach/Methods
   - Expected Results/Pitfalls
   - Significance

IV. **Bibliography** (no limit)

V. **Budget Breakdown**- estimated amounts, to nearest $5,000, in the following categories:
   - Personnel-identify specific individuals by name (if possible) and role on project
   - Supplies
   - Equipment-identity
   - Other

VI. **Bio sketch** in NIH format (no more than 4 pages)

VII. **Other Grant Support** (Current, Pending, and Past 3 years)

VIII. **Letter of Support from Division Chief of Pediatric Hematology-Oncology** addressing reason for selecting candidate/project: impact, quality of candidate, quality of science, institutional commitment to career development, need for support.

Documentation to include:
   - Copy of Institutional IRS Letter of Determination
   - Completed W9 form

**Due to the high volume of applications, HHOW may not be able to provide specific feedback to any individual or organization regarding the status, merit and/or denial of its application. All materials submitted, as part of these proposals will not be returned.**
**proposalCENTRAL Application Process**

- proposalCENTRAL will email PI’s with notification to log in to begin application
- FAQ, policy and guidelines will be found on the proposalCENTRAL website
AWARD GUIDELINES & TIMEFRAME

- All completed grant applications will be reviewed by a panel of medical experts identified and convened by HHOW.

- Selected grant recipients will be notified by May 2, 2016.

- Selected grant recipients must sign the HHOW MOU, which includes permission for HHOW to use Applicant’s logo, images, photos and posting of research proposal title/results by HHOW in conjunction with the national promotional campaign.

- The term of the award begins December 31, 2016. The first installment will be released on or before December 31, 2016.

- Submittal of the application does not entitle Applicant to an award of a grant from HHOW. HHOW reserves the right to select grant recipients in its sole discretion or to refrain from selecting any one or all of the grant applicants.