



## **AACR-Debbie's Dream Foundation Innovation and Discovery Grants**

### **2023 Application Instructions and Program Guidelines**

**American Association for Cancer Research**

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## PROGRAM GUIDELINES

### PROGRAM SUMMARY

The inaugural AACR-Debbie's Dream Foundation Innovation and Discovery Grant is a new grant mechanism that seeks to encourage innovation and translation of ideas from basic research into **new treatment options for gastric cancer**.

Applications are invited from researchers currently in the field as well as investigators with experience in other areas of cancer or biomedical research.

Each grant provides \$50,000 over one year for expenses related to the research project. Grant funds may be used for research expenses attributable to the project, which may include supplemental salary support, equipment, research/laboratory supplies, and other research expenses (indirect costs **not** permitted).

### APPLICATION DEADLINE

August 17, 2023, at **1:00 p.m.** U.S. Eastern Time

### NOTIFICATION OF AWARD

October 2023

### AACR ANNUAL AWARDS EVENT

Grant recipient must attend the Annual Awards Event 2024 to formally accept their grant. Grant funds may be used to support the grantee's attendance at this Event.

*In the event of unforeseen scheduling changes, the Grantee will be contacted regarding alternative arrangements.*

### START OF GRANT TERM

December 1, 2023

### APPLICANT ELIGIBILITY CRITERIA

Applicants must have a doctoral degree (PhD, MD, MD/PhD, or equivalent) in a related field and not currently be a candidate for a further doctoral degree.

At the start of the grant term on December 1, 2023, applicants must:

- Be investigators, holding a faculty position, who are affiliated with an academic, medical, or research institution.
  - If eligibility is based on a future position, the position must be confirmed at the time of application, and **CANNOT** be contingent upon receiving this grant.
  - If the future position is at a different institution than the applicant's current institution, the applicant must contact the AACR's Scientific Review and Grants Administration Department (the AACR's SRGA) at [grants@aacr.org](mailto:grants@aacr.org) **before** submitting their application for information on additional verification materials/signatures that may be required.

- Work at an academic, medical, or research institution anywhere in the world.
  - *There are no citizenship requirements. However, by submitting an application for this grant, an applicant applying from an institution located in a country in which they are not a citizen, nor a permanent resident assures that the visa status will provide sufficient time to complete the project and grant term at the institution from which they applied.*

Postdoctoral or clinical research fellows or the equivalent who are working under the auspices of a scientific mentor are not eligible to apply. Qualified fellows are invited to apply for an AACR Fellowship.

*AACR is obligated to comply with U.S. laws and regulations regarding research and related transactions in countries subject to US Government enforcement of economic and trade sanctions for particular foreign policy and national security reasons. If your proposed project involves US Government [sanctioned countries](#) subject to restrictions, please contact the AACR's SRGA at [grants@aacr.org](mailto:grants@aacr.org).*

Applicants must be AACR **Active** members. Nonmembers interested in this grant opportunity must submit a satisfactory application for AACR **Active** membership by the application deadline. Nonmembers can apply for membership [online](#) or by submitting the [Official Membership Application Form](#) to the AACR with the required documents. Please review the [Membership Categories](#) for the category that best fits your qualifications. Members can renew their membership through [myAACR](#) to bring their membership current. You will need your logon (email address) and password to access the member portal. If you require assistance logging in, please contact [myaacr@aacr.org](mailto:myaacr@aacr.org). Lapsed members must be members in good standing by the application deadline and should contact the Membership Department at [membership@aacr.org](mailto:membership@aacr.org) for assistance.

Investigators may submit only **one** application for the AACR-Debbie's Dream Foundation Innovation and Discovery Grants but may concurrently apply for other AACR grants. However, applicants are expected to accept the first grant they are awarded. Individuals may accept and hold only one AACR grant at a time.

Members of the Scientific Review Committee are not eligible to apply for an AACR-Debbie's Dream Foundation Innovation and Discovery Grant.

Employees or subcontractors of a U.S. government entity or for-profit private industry are not eligible. Employees or subcontractors of a U.S. government entity or for-profit private industry may serve as Collaborators, but no grant funds may be directed towards these individuals.

All applicants with questions about eligibility should contact the AACR's Scientific Review and Grants Administration Department (SRGA) at [grants@aacr.org](mailto:grants@aacr.org) **before** submitting an application.

#### **RESEARCH PROJECT CRITERIA**

These grants will support basic, translational, and/or clinical research projects that examine important and druggable\* novel targets and/or biomarkers that are relevant for gastric cancer.

*\*For the purposes of this grant program, a "druggable" target is defined as a nucleic acid or a protein (e.g., an enzyme, a receptor) whose activity can be modified by a drug. The drug can be a small-*

*molecular weight chemical compound or a biological, such as an antibody or a recombinant protein. The target should have been shown to be effective/mechanistically involved in cancer by relevant in vitro or in vivo models. A cancer-related biomarker might be a protein, a nucleic acid, or a metabolite that can be measured in biological fluids, tissue, or isolated cells for the diagnosis, monitoring, prognosis, or stratification of patients.*

## EVALUATION OF APPLICATIONS

Applications will be peer-reviewed by a Scientific Review Committee comprised of researchers and physician-scientists who are well-respected for their own accomplishments in cancer and drug discovery research and are viewed as leaders in the field.

In selecting the recipient(s), the Committee considers:

- **Investigator.** Is the applicant well suited to the project? Does the applicant have appropriate experience and training to successfully complete the proposed project? Has the applicant achieved, or have the potential of achieving, a track record of accomplishments to advance the field of cancer research?
- **Scientific Focus.** Does the project examine important and druggable novel targets and/or biomarkers that are relevant for gastric cancer? Is the proposed target disease-modifying and/or have a proven function in the pathophysiology of gastric cancer? Is the target effective against or mechanistically involved in gastric cancer?
- **Innovation and Significance.** Does the research have the potential to provide a new treatment option for gastric cancer? Does the research demonstrate innovation and translation of ideas from basic research into novel drugs?

## TOBACCO INDUSTRY FUNDING AND CONFLICTS OF INTEREST STATEMENT

Scientific investigators or health professionals who are funded by the tobacco industry for any research project are not eligible for any AACR grant. Grantees who accept funding from the tobacco industry for any research project during the term of an AACR grant must inform the AACR of such funding, whereupon the AACR grant will be immediately terminated.

Tobacco industry funding is defined for purposes of AACR grant applicants and recipients as money provided or used for all or any of the costs of any research project, including personnel, consumables, equipment, buildings, travel, meetings and conferences, and operating costs for laboratories and offices. It is not defined as money provided or used for meetings or conferences that don't relate to any particular research projects.

Tobacco industry funding includes: funds from a company that is engaged in or has affiliates engaged in the manufacture of tobacco produced for human use; funds in the name of a tobacco brand, whether or not the brand name is used solely for tobacco products; funds from a body set up by the tobacco industry or by one or more companies engaged in the manufacture of tobacco products.

The following do not constitute tobacco industry funding for the purposes of this policy:

- Legacies from tobacco industry investments (unless the names of a tobacco company or cigarette brand are associated with them)
- Funding from a trust or foundation established with assets related to the tobacco industry but no longer having any connection with the tobacco industry even though it may bear a name that (for historical reasons) is associated with the tobacco industry.

## APPLICATION INSTRUCTIONS

### APPLICATION PROCEDURES

The AACR requires applicants to submit an online application by **1:00 p.m. U.S. Eastern Time on Thursday, August 17, 2023** using the ProposalCentral website at <https://proposalcentral.com/>.

In order to submit a complete application, applicants need to enter information directly into the online application platform as well as upload a number of documents. The following instructions provide details about information that needs to be entered and the materials that need to be uploaded. The section numbering corresponds with the section number of the Application Instructions and the online ProposalCentral application.

Information to be Entered Directly into ProposalCentral	Application Instructions Section	ProposalCentral Section
Project Title and Acknowledgement of Reading the Terms and Conditions	1. Title Page	1) Title Page
Applicant Information	4. Applicant	4) Applicant
Institution and Contact Information	5. Institution & Contacts	5) Institution & Contacts
Lay Abstract	7.A. Lay Abstract	7) Abstracts
Scientific Abstract	7.B. Scientific Abstract	7) Abstracts
Budget	8. Budget	8) Budget
Organizational Assurances	9. Organizational Assurances	9) Organizational Assurances

Templates	Application Instructions Section	ProposalCentral Section
Experimental Plan Template	10.A. Application Documents	10) Application Documents
Budget Justification Template	10.B. Application Documents	10) Application Documents

Additional Materials	Application Instructions Section	ProposalCentral Section
Applicant's Biographical Sketch	10.C. Application Documents	10) Application Documents
Collaborator Biographical Sketch(es) (if applicable)	10.D. Application Documents	10) Application Documents
Letter(s) of Collaboration (if applicable)	10.E. Application Documents	10) Application Documents
Supporting Documentation (if applicable)	10. F. Application Documents	10) Application Documents
Appendices (if applicable)	10.G. Application Documents	10) Application Documents

Required Signatures	Application Instructions Section	ProposalCentral Section
Application Signature Page	12. Signature Page(s)	12) Signature Page(s)

### GETTING STARTED IN ProposalCentral

If you are a new user of ProposalCentral, click the "Need an account?" link and complete the registration process. After logging in, complete your Professional Profile before starting an application.

If you are already registered with ProposalCentral, access the site and log in with your Username and Password. If you have forgotten your login information, click on the "Forgot Your Username/Password?" link.

To start an application, select the "Grant Opportunities" tab (gray tab). A list of grant opportunities will be displayed. The list of applications can be filtered for just this organization by clicking "Filter by Grant Maker" at the top and selecting "American Association for Cancer Research" in the drop-down menu. Find the "AACR-Debbie's Dream Foundation Innovation and Discovery Grants" and click the "Apply Now" button in the "Apply" column.

If you have any difficulties registering, logging in, or creating your application, contact ProposalCentral Customer Support at: 800-875-2562 (Toll-free U.S. and Canada), +1-703-964-5840 (Direct Dial International), or by email at [pcsupport@altum.com](mailto:pcsupport@altum.com). See the ProposalCentral [FAQ](#) section for additional information.

### APPLICATION FORMAT

The following information is required to submit a complete application. Numbers correspond to the application sections found on the left side of the ProposalCentral website.

- 1. TITLE PAGE.** Enter the title of the research project. The title is limited to no more than 75 characters (including spaces). Do not use abbreviations. A project title must be entered and saved before additional sections may be accessed.

**Terms and Conditions of the Grant.** In order to ensure that the applicant is informed of the terms and conditions of the grant should they be selected as a recipient, applicant must acknowledge that they have read the Terms and Conditions and have shared them with their institution by typing in their name and date in the box provided.

The terms and conditions of this grant may be modified or amended by the AACR prior to execution of the Grant Agreement. In addition, the grant recipient's institution may only request revisions to sections VII.E.; XII.; XIII.F.; and XIV.A. of the Grant Agreement after the recipient has been awarded. Only in special circumstances will revisions be considered to sections other than those noted above.

- 2. DOWNLOAD TEMPLATES & INSTRUCTIONS.** The Program Guidelines and Application Instructions document, Terms and Conditions, and all templates can be downloaded from this page. Applicants are required to use the application templates.

See Section 10 of the Application Instructions for how to complete and upload the templates. This application also requires additional attachments for which templates are not provided (applicant's biographical sketch, collaborator(s) biographical sketch [if applicable], letter(s) of collaboration [if applicable], supporting documentation [if applicable], and appendices [if applicable]).

- 3. ENABLE OTHER USERS TO ACCESS THIS PROPOSAL.** Optional.
- 4. APPLICANT.** Enter information for the applicant. Applicants must include their contact information, including e-mail address, phone number, mailing address, and AACR membership information.

Applicants are strongly encouraged to have an ORCID iD and include this identifier with their application.

5. **INSTITUTION & CONTACTS.** Enter information regarding the applicant's institution and signing official.
6. **COLLABORATORS.** Optional. Enter information for your collaborators (if applicable). Collaborators are independent researchers who have an integral role on the proposed project. Do not enter information for fellows or research assistants working on the proposed project as they are not considered collaborators. While collaborators are allowable, note that co-Principal Investigators are **NOT** permitted.
7. **ABSTRACTS.**
  - A. **Lay Abstract.** Limited to 3,000 characters (including spaces), which provides a clear, concise, and comprehensive overview of the proposed research project in language suitable for a non-scientific audience. Describe the purpose of the study, and how the project will contribute to the diagnosis and/or treatment of gastric cancer. Do not use abbreviations unless absolutely necessary.
  - B. **Scientific Abstract.** Limited to 3,000 characters (including spaces) and must provide a brief summary of the proposed research project.

If funded, these Abstracts will become public information; therefore, do not include proprietary/confidential information.

From the list provided, select the research areas that are most applicable to this project (*select no more than two*); select the tumor site for the proposed project (*select only one*); and indicate how you found out about this grant opportunity.

8. **BUDGET.** Enter expenses for the term of the grant. Applicants must submit a budget in the amount of \$50,000 total over a one-year grant term, which may include the salary and benefits of the grant recipient, postdoctoral or clinical research fellows, graduate students (including tuition costs associated with graduate students' education and training), and research assistants, or collaborators; research/laboratory supplies; equipment; publication charges for manuscripts that pertain directly to the funded project; and other research expenses. The percentage of salary requested may not exceed the percent effort of the applicant. See terms and conditions of the grant for information on publishing in AACR journals. Budget requests for equipment that exceed 10% of the total budget must be accompanied by a detailed justification.

The grantee **must** attend an AACR Annual Awards Event 2024 to formally accept the grant. Funds for attendance support to the AACR Annual Awards Event 2024 will be provided **separate** from the grant. Travel funds are for the grantee **ONLY**. No other travel is permitted.

Indirect costs, tuition, travel, and attendance for other meetings, professional membership dues, and any other research expenses not directly related to the project are **not** allowable expenses. For the purposes of this grant, any general office supplies or individual institutional administrative charges (e.g., telephone, other electronic communication, utilities, IT network, etc.) are considered to be part of indirect and are **not** allowable budget line items. In addition, no grant funds may be directed towards salary or benefits of any individuals from a U.S. government entity or for-profit industry, nor for any research expenses related to the project that are incurred by these individuals.



**A detailed budget justification explaining the allocation of the grant funds must accompany the application.** See Section 10.B. for Budget Justification template instructions.

9. **ORGANIZATIONAL ASSURANCES.** Select the appropriate assurances options for your proposed research and complete the Approved or Pending Date field as appropriate (i.e., mm/dd/yyyy, N/A, or None). The assurances/certifications are made and verified by the signature of the institutional official signing the application. If a grant is awarded, IRB and/or IACUC approval (if applicable) must be submitted in writing to the AACR's SRGA.

## 10. APPLICATION DOCUMENTS.

*Formatting Instructions.* Applicants must adhere to the following instructions in completing the templates. Failure to observe type size specifications and page limits will result in the return of the application without review.

- **Type size.** Must use 12-point Times New Roman for the text, and no smaller than 9-point type for figures, legends, and tables.
- **Single-spaced text.** Single-spacing is acceptable, and space between paragraphs is recommended.
- **Margins.** The page margins must be no less than 0.75 inches on each side.
- **Tips and techniques for inserting images in documents.**
  - Reduce the file size of documents with images by “inserting” the image (as opposed to “cutting” and “pasting”). Save graphical images as a JPG or GIF file. Insert the image into the document by selecting “Insert – Picture – From File” from the MS Word menu.
  - Insert only GIF or JPG graphic files as images in your Word document. Other graphical file formats are either very large or difficult to manipulate in the document.
  - Do not insert Quick Time or TIFF objects into your document.
  - Anchor the images that you embed in your document.
  - Once you have anchored the inserted image, you can format text to wrap around the image.
  - Do not edit your images in Word. Use a graphics program.
  - Do not embed your images in tables, text boxes, and other form elements.
  - Do not add annotations over the images in Word. Add annotations to the images in a graphics program.

**When a template is provided, the template MUST be used. Prepare and upload the following documents into your application in portable document format (PDF):**

- A. **Experimental Plan.** Applicants are required to use the template available from the *ProposalCentral* website. The information must be presented in this order:
- I. **PROPOSAL TITLE.** Enter the title of the research project. The title is limited to no more than 75 characters. Do not use abbreviations.
  - II. **EXPERIMENTAL PLAN.** The experimental plan is limited to one page. Please provide a clear, concise, and comprehensive overview of the proposed work. Include information regarding background, rationale, methods, and any existing tools at your disposal. Identify the target or biomarker to be evaluated (e.g., gene ID, gene symbol) and comment on its druggability (i.e., is the target or biomarker most effectively modified by a small-molecule approach, biologic, or other? If “other”, please specify.)
  - III. **REFERENCES.** Optional. If references are included, they must be limited to one page. AACR

reference style follows that of the [Uniform Requirements for Manuscripts Submitted to Biomedical Journals](#). Note that the *Uniform Requirements* specify that for articles with more than six authors, the names of the first six authors must be listed, followed by "et al". For articles with six or fewer authors, all authors should be listed.

**B. Budget Justification.** *Applicants are required to use the template available from the ProposalCentral website.* Limited to three pages. Applicants must submit a budget in the amount of \$50,000 over one year. Applicant must indicate the percent effort to be devoted to the project. The percentage of salary requested may not exceed the percent effort of the applicant. Proposed research expenses related to the project may include the salary and benefits of the grant recipient and any collaborators, postdoctoral or clinical research fellows, graduate students, and research assistants; research/laboratory supplies; equipment; publication charges for manuscripts that pertain directly to the funded project; and other research expenses. See Terms and Conditions of the grant for information on publishing in AACR journals. No grant funds may be directed to collaborators or consultants working within U.S. government entities or for-profit private industry. Budget requests for equipment that exceed 10% of the total budget must be accompanied by a detailed justification.

Funds for attendance support to the AACR Annual Awards Event 2024 will be provided **separate** from the grant. The grantee will be reimbursed for eligible attendance expenses of up to \$2,000.

Indirect costs, tuition, travel to other meetings, professional membership dues, and any other research-related expenses not directly related to the project are **not** allowable expenses. For the purposes of this grant, any general office supplies or individual institutional administrative charges (e.g., telephone, other electronic communication, utilities, IT network, etc.) are considered to be part of indirect and are not allowable budget line items. In addition, no grant funds may be directed towards salary or benefits of any individuals from a U.S. government entity or for-profit industry, nor for any research expenses related to the project that are incurred by these individuals.

- C. Applicant's Biographical Sketch.** Applicants are required to use the **Non-fellowship Biosketch** template available for download from the [NIH's Biosketch Format Pages, Instructions and Samples](#). Please refer to the Instructions and Non-fellowship biosketch sample under **Biographical Sketch Format Page (non-fellowship)**. The biographical sketch must be in English.
- D. Biographical Sketch(es) of Collaborator(s).** Collaborators are required to use the [Non-fellowship Biosketch](#) template available to download from the [NIH's Biosketch Format Pages, Instructions and Samples](#). Please refer to the Instructions and Non-fellowship biosketch sample under **Biographical Sketch Format Page (non-fellowship)**. The biographical sketch must be in English.
- E. Letter(s) of Collaboration.** A Letter of Collaboration must be uploaded for every collaborator listed in Section 6. The letter should confirm the scope of the collaborators' involvement in the proposed research.
- F. Supporting Documentation.** An example of acceptable supporting documentation is a letter of commitment from a clinician, drug manufacturer, or any individual/organization providing data

or materials necessary for the proposed research. Supporting Documentation should state a commitment to provide stated data/materials or confirm applicant's access to said data/materials. Supporting Documentation should be included only to provide information on the ability to provide for a research need and should not comment on the applicant or research environment. **Any documentation deemed by the AACR's SRGA to be an additional letter of reference for the applicant is not considered supporting documentation and will be removed from the application.** Each supporting document is limited to one page and must be presented on the appropriate institutional or company letterhead.

There is no limit to the number of supporting documents that may be provided. However, documents that do not satisfactorily meet the description of supporting documentation provided above, or uploads such as tables, charts, articles, and other inappropriate additional materials will be removed.

- G. Appendices.** Appendices are not required and may **ONLY** be used for the following materials. Appendices are not to include figures, tables, or other data that otherwise should be contained within the Experimental Plan. The following materials are permitted:
- Clinical Trial Protocols
  - Unpublished Manuscripts. (Manuscripts that have been published should not be attached as appendices. Instead, please list the citation on the References page.)
  - Large size versions of figures and/or detailed legends presented in the Experimental Plan. The use of this appendix is in no way intended to increase the Experimental Plan page limit.
    - Use of this appendix for large size versions of figures is restricted to no more than one page of figures and/or legends. This appendix is to be used when reducing the size of the figure or legend to fit within the Experimental Plan would significantly compromise the quality of the image. In no case should there be more than one page of text in this appendix. **Overuse or misuse of this appendix may result in your application being rejected or your appendix being removed from your application.**
- H. Signed Signature Page.** In order to ensure that the applicant and institution have approved the application, applicants must obtain both required signatures on page one of the Signature Pages. Electronic/digital signatures are permitted. These signatures transmitted by electronic means shall have the same force and effect as original signatures. Downloading the Signature Page(s) is described in Section 12 below.

The **signed Signature Page** must be uploaded to your online application in the Application Documents section.

**Uploading the attachments into your application.** Once you have converted your attachments to PDF files, the next step is to upload the files to your online application. Only PDF attachments are permitted for this application submission.

- Open your online application and go to the section for attaching files. Click the blue "Attach Files" button.
- Select the appropriate type of attachment from the drop-down list.
- Enter your own description of the file in the "Describe Attachment" field. Click on the "click here to browse" link to select the file from your computer or drag and drop.

- Click on the "Upload and Continue" button. You will get a confirmation message on your screen that the file was uploaded successfully. You will also see that your file is now listed in the "Current list of uploaded attachments" section of the screen. Clicking the "Back" or "Upload and Return" button allows you to go back to the main page of this section where the uploaded documents should now be listed. **Click the download icon next to the file name to open and view your uploaded documents.** To delete the file, click on the trashcan icon to the right under the "Delete" column.

In the section for attachments, all the required attachments are listed in the middle of the screen, just below where you upload your files. This list of required attachments helps you track completion and uploading of your required attachments. Once you upload a required attachment, that attachment type will be removed from the required list and will be displayed in the "Current list of uploaded attachments."

If you wish to modify the attached file, make the revisions to your *original* file on your computer, convert the file to PDF, and use the same process above to attach the new file. **Delete any previously submitted versions of the file before submitting your application.**

#### **SUBMITTING COMPLETE APPLICATION**

- 11. PI DATA SHEET.** This is an automatically populated data sheet based on the applicants' ProposalCentral profile. Information for gender, race, and ethnicity must be provided to the AACR. If fields are not populated, select the "Edit Professional Profile" button in the center of the screen. The applicant must then go to the column on the left side of the screen, select "4) Personal Data for Applications", and enter their gender, race, and ethnicity. **The Scientific Review Committee does not receive this information.**
- 12. SIGNATURE PAGE(S).** Use the "Print Signature Pages" button to download the Signature Pages. Signatures are only required on the first page. This page can be printed, original signatures obtained, and then uploaded to your online application **OR** electronic/digital signatures are permitted. These signatures transmitted by electronic means shall have the same force and effect as original signatures. Do not upload the Application Contacts, Abstracts, and Proposed Budget pages with the signed Signature Page.

**Note:** Data entered in the online application are automatically included in the Signature Pages. If information is missing in the Signature Pages, it could be because you have not entered the information in one of the online application sections **OR** the information is not required for this grant program. If the institution's Employer Identification Number (EIN) is not completed on the first Signature Page, please request your institution to provide that information in their ProposalCentral profile.

While the "Print Signature Pages" option allows applicants to download the Signature Page, Application Contacts, Abstracts, and Budget, the AACR **strongly encourages** applicants to also use the "Print Signature Pages with Attachments" option. This option can be used if your institution wishes to review the full application but also should be used by the applicant to ensure that your attachments loaded properly. The following application document will **not** be present when using this option: Signature Page containing the required signatures. Absence of this page should **not** be considered an error. If your institution requires all components of the application to review, the

above documents need to be printed individually by the applicant and added.

Excessive spacing in your Abstracts (e.g., line breaks between paragraphs) can cause the Abstracts to not fully appear in the Signature Page view, even if under the 3,000 character limit. You may want to further edit your Abstracts prior to submission if it does not fully appear. If it does not fully appear, you will not be given the opportunity to edit it once you have submitted. In addition, errors may occur when the uploaded PDF files are assembled by the system. Please check to ensure that all pages of every document included appear in the "Print Signature Pages with Attachment" option. If you are having any issues with this option, please contact ProposalCentral customer support at: 800-875-2562 (Toll-free U.S. and Canada), +1-703-964-5840 (Direct Dial International), or by e-mail to [pcsupport@altum.com](mailto:pcsupport@altum.com).

- 13. VALIDATE.** Validate the application on ProposalCentral. This is an essential step. An application that has not been validated cannot be submitted. "Validate" checks for required data and required attachments. You will not be able to submit if all the required data and attachments have not been provided.
- 14. SUBMIT.** After successfully passing the validate check, click the "Submit" button. An e-mail will be sent to you confirming your submission.

Once your application is submitted you may view it by selecting "Submitted" from the "Proposal Status" drop-down menu under the 'Proposals' tab, then clicking the "View" button under the Edit column. The status column will show "Submitted" and the date submitted. You may need to refresh your browser screen after submitting the application to see the updated status.

#### **CHANGES TO YOUR APPLICATION**

**Withdrawal of Application.** Please advise the AACR promptly, in writing, should you decide to withdraw your application for any reason. Your correspondence should include your name, the grant opportunity to which you applied, the project title, and the reason for withdrawal.

**Change of Address.** Notify the AACR in writing of any changes of address, e-mail, or phone number, following the submission of an application. Include your name and the ProposalCentral identification number. The e-mail address provided with your application will be used for all official communication about your submission including the recipient selection results. Your Professional Profile in ProposalCentral must be kept up to date.

**Change of Institution or Position.** If you change your institution or professional position, contact the AACR to determine whether your application is still eligible for review.

#### **INQUIRIES**

Inquiries or technical issues regarding ProposalCentral and the online application process should be directed to customer support at: 800-875-2562 (Toll-free U.S. and Canada), +1-703-964-5840 (Direct Dial International), or by e-mail to [pcsupport@altum.com](mailto:pcsupport@altum.com).

Inquiries about the program guidelines, eligibility requirements, and application materials can be directed to the AACR's Scientific Review and Grants Administration department at [grants@aacr.org](mailto:grants@aacr.org).

## MORE ABOUT THE PARTNERS



Debbie's Dream Foundation: Curing Stomach Cancer is a 501(c)(3) non-profit organization dedicated to raising awareness about stomach cancer, advancing funding for research, and providing education and support internationally to patients, families, and caregivers. DDF seeks as its ultimate goal to make the cure for stomach cancer a reality. DDF was the first stomach cancer organization and now has 27 chapters in the US, Canada, and Germany with thousands of supporters and volunteers. DDF helps patients worldwide through a free Patient Resource Education Program (PREP), a Clinical Trials Matching Service, and a Support Community. DDF has a world renowned Medical Advisory Board; hosts free education events internationally; advocates for increased federal funding for stomach cancer research; and directly funds research. For more information about DDF, visit [www.DebbiesDream.org](http://www.DebbiesDream.org).



Founded in 1907, the American Association for Cancer Research (AACR) is the world's first and largest professional organization dedicated to advancing cancer research and its mission to prevent and cure cancer. The AACR has more than 54,000 members in 130 countries and territories around the world; 32% percent of members live outside the United States. Twenty-two percent of AACR's international members are located in countries with emerging economies. AACR offers seven categories of membership to support each aspect of our members' professional development and enhancement in cancer research. In support of the professional development of early-career investigators, no annual dues are required for Associate membership. The AACR marshals the full spectrum of expertise of the cancer community to accelerate progress in the prevention, biology, diagnosis, and treatment of cancer by annually convening more than 30 conferences and educational workshops, the largest of which is the AACR Annual Meeting with more than 22,500 attendees. In addition, the AACR publishes 10 prestigious, peer-reviewed scientific journals and a magazine for cancer survivors, patients, and their caregivers. The AACR funds meritorious research directly as well as in cooperation with numerous cancer organizations. As the Scientific Partner of Stand Up To Cancer, the AACR provides expert peer review, grants administration, and scientific oversight of team science and individual investigator grants in cancer research that have the potential for near-term patient benefit. The AACR actively communicates with legislators and other policymakers about the value of cancer research and related biomedical science in saving lives from cancer. For more information about the AACR, visit [www.AACR.org](http://www.AACR.org)