

AACR-Lung Cancer Initiative at Johnson & Johnson Stimulating Therapeutic Advances Through Research Training (START) Grant

2023 Program Guidelines and Application Instructions

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PROGRAM GUIDELINES

PROGRAM SUMMARY

The AACR-Lung Cancer Initiative at Johnson & Johnson Stimulating Therapeutic Advances through Research Training (START) Grants represent an exciting initiative to address the need for promoting and supporting academia-industry collaborations. These grants, which will provide support to postdoctoral or clinical research fellows who are females or are from underrepresented groups (please see eligibility criteria below), combine research experiences in both academic and industry settings, following a research timeline that will be of greatest benefit to the proposed work.

The training provided through this grants program will be invaluable to young investigators by providing fellows with a comprehensive research experience that will make them highly desirable to potential employers in either academic research or the pharmaceutical industry. Likewise, academic research centers and industry will benefit from the introduction of such dual-trained individuals into the field.

Each fellowship provides a three-year grant of \$225,000 to support the salary and benefits of the fellow while working on a mentored cancer research project. Research proposals may be translational or clinical in nature but must have direct applicability to lung cancer. **Proposals focused on mechanisms linking immunogenic cell death pathways to amplification of innate and adaptive immunity, immunobiology of non-small cell lung cancers, and mechanisms of acquired resistance to immunotherapies are highly encouraged.** Applicants may spend one year on site at a Johnson & Johnson Enterprise Innovation facility at the discretion of Johnson & Johnson Enterprise Innovation. One of a number of Johnson & Johnson Enterprise Innovation's locations are possible, at the discretion of Johnson & Johnson Enterprise Innovation. The year at Johnson & Johnson Enterprise Innovation will be determined on a case-by-case basis and will be at a time agreed upon by the fellow, the academic supervisor, the Johnson & Johnson Enterprise Innovation mentor, and Johnson & Johnson Enterprise Innovation.

With particular interest to encourage and support investigators from diverse backgrounds that are underrepresented in lung cancer research and to foster their career advancement, this grants program also intends to build a more diverse and inclusive future for immuno-oncology lung cancer researchers. Eligibility is limited to **females or individuals from underrepresented groups as per NIH guidelines ([Notice of NIH's Interest in Diversity](#))**.

APPLICATION DEADLINE

June 21, 2023

NOTIFICATION OF AWARD

August 2023

GRANTS RECEPTION AND DINNER AT AACR ANNUAL MEETING 2024

Grant recipient must attend the Grants Reception and Dinner to formally accept their grant. Grant funds may be used to support the grantee's registration and attendance at this Annual Meeting.

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

START OF GRANT TERM

September 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. Applicants **must be female OR belong to one of the following underrepresented groups as per NIH guidelines** ([Notice of NIH's Interest in Diversity](#)):

- Individuals from racial and ethnic groups that have been shown by the National Science Foundation to be underrepresented in health-related sciences on a national basis.
- Individuals with disabilities, who are defined as those with a physical impairment that substantially limits one or more major life activities.
- Individuals from disadvantaged backgrounds.

Note: Applicants must have biological sciences research background and have prior experience and training in biological assays.

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

- Hold a full-time, mentored research position with the title of postdoctoral fellow, clinical research fellow, or the equivalent
 - 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 (AACR's SRGA) at grants@aacr.org **before** submitting their application for information on additional verification materials/signatures that may be required.
- Have begun their postdoctoral fellowship training **within the past three years** (*i.e., fellowship must have begun after September 1, 2020*)
- Work **under the auspices of a mentor** at an academic, medical, or research institution in the United States of America.
 - There are no citizenship requirements. However, by submitting an application for this grant, the applicant who is not a U.S. citizen or a permanent resident assures that the visa status will provide sufficient time to complete the project and grant term.

Applicants who believe that they are at the level of postdoctoral or clinical research fellow but hold a different title may be eligible and must contact the AACR's SRGA **before** submitting an application.

Applicants must be AACR members. Annual dues are not required for early-career researchers interested in Associate membership. Nonmembers interested in this grant opportunity must submit a satisfactory application for AACR membership by the application deadline. **Nonmembers** can apply for membership [online](#). 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 submit a [help form](#). **Lapsed** members must be members in good standing by the application deadline and should contact the Membership Department at membership@aacr.org for assistance.

Investigators may submit only **one** application for the AACR-Lung Cancer Initiative at Johnson & Johnson START 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.

Employees or subcontractors of a U.S. government entity or for-profit private industry are not eligible. Postdoctoral or clinical research fellows conducting research in a U.S. government laboratory (e.g., NIH, CDC, FDA, etc.) are not eligible.

Current AACR Grantees may apply only if their current grant ends before the start of the grant term of this funding opportunity i.e., September 1, 2023, and must be up to date with all reporting requirements to be considered eligible.

Investigators currently or previously holding the rank of instructor, adjunct professor, assistant professor, research assistant professor, the equivalent or higher are not eligible. Qualified researchers are invited to apply for an AACR Career Development Award.

Exception: If you are an MD who is considered a postdoctoral fellow but hold the title of instructor so that you can see patients, you may be eligible. Potential applicants possessing an MD are encouraged to contact AACR's SRGA **before** submitting an application to verify your eligibility.

All applicants with questions about eligibility must contact AACR's SRGA at grants@aacr.org **before** submitting an application.

RESEARCH PROJECT CRITERIA

Research proposals may be basic, translational, or clinical in nature, but must have direct applicability to lung cancer. **Proposals focused on mechanisms linking immunogenic cell death pathways to amplification of innate and adaptive immunity, immunobiology of non-small cell lung cancers, and mechanisms of acquired resistance to immunotherapies are highly encouraged.**

The applicant should also define specific milestones and goals to be accomplished during each year of the fellowship, emphasizing how the experience in industry is expected to complement the time spent in academia.

LETTER OF REFERENCE

Each applicant must have a letter of reference from their mentor accompany the online application. If the applicant is being co-mentored, a co-signed letter of reference must be provided. For applicants whose eligibility is based on a future position, the letter of reference must verify that the future position is confirmed, and the title of the new position and start date must be stated. If the mentor is **not** an active, emeritus, or honorary member of the AACR, the applicant **must** be endorsed by an active, emeritus, or honorary member of the AACR using the endorsement form. Instructions for submitting the letter of reference and the endorsement form (if applicable) are addressed in Section 6 and Section 10, respectively, of the Application Instructions.

NOTE: Due to the mentorship component of this grant, significant weight will be given to this letter in the evaluation of the application. Johnson & Johnson Enterprise Innovation-appointed mentors will be provided at the time of award and will not be required as part of the proposal application.

EVALUATION OF APPLICATIONS

Applications will be peer-reviewed by a Scientific Review Committee comprised of scientists and physician-scientists from AACR and Johnson & Johnson Enterprise Innovation who are well-respected for their own accomplishments in cancer research and are viewed as leaders in the field. The President of the AACR will appoint the members of the Scientific Review Committee.

The Committee will consider the following criteria when reviewing applications and determining funding decisions:

- **Applicant:** What training and experience does the applicant have to ensure successful implementation of the proposed project? Is their academic record and research experience of high quality? Does the applicant have biological sciences research background and prior experience and training in biological assays? Does the applicant have the potential to develop as an independent and productive researcher in the field?
- **Research Plan:** Is the proposed project of high scientific quality? Is the budget fully justified and reasonable in relation to the proposed project? Are the proposed academic and industry research phases scientifically sound and significant? To what extent is the proposed research project likely to foster the career of the applicant in the field of cancer research?
- **Mentor:** Does the academic mentor have the research qualifications and a demonstrated record of mentorship? Is there evidence of a match between the research interests of the applicant and that of the academic mentor to ensure the applicant's development as a researcher in the field?
- **Training Environment:** Has the applicant proposed a reasonable project that includes time spent both at an academic institution and Johnson & Johnson Enterprise Innovation facilities? Is the institutional environment of high quality? Is there appropriate commitment from both the institution and Johnson & Johnson Enterprise Innovation to foster the applicant's training to become a productive researcher in the field? Is there evidence of the institution's commitment towards promoting diversity and inclusion?

The Committee will consider each year's applicants independent of previously funded proposals or institutions of previous grantees.

TOBACCO INDUSTRY FUNDING AND CONFLICTS OF INTEREST STATEMENT

A fellow whose named mentor is funded by the tobacco industry for any research project is not eligible for any AACR grant. A Grantee or their named mentor who accepts 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 the 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 do not relate to any particular research project.

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 **Wednesday , June 21, 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
Research Project Proposal Template	10.A. Application Documents	10) Application Documents
Secured Other Support Template	10.B. Application Documents	10) Application Documents
Pending Other Support Template	10.C. Application Documents	10) Application Documents
Budget Justification Template	10.D. Application Documents	10) Application Documents
Project Milestones Template	10.E. Application Documents	10) Application Documents
Endorsement Form	10.F. Application Documents	10) Application Documents

Additional Materials	Application Instructions Section	ProposalCentral Section
Letter of Reference (uploaded by Mentor)	6. Letters of Reference	6) Letters of Reference
Applicant's Biographical Sketch	10.G. Application Documents	10) Application Documents
Mentor's Biographical Sketch(es)	10.G. Application Documents	10) Application Documents
Supporting Documentation (if applicable)	10.H. Application Documents	10) Application Documents

Required Signatures	Application Instructions Section	ProposalCentral Section
Applicant Checklist	10.I. Application Documents	10) Application Documents
Research Agreement Statement	10.J. Application Documents	10) Application Documents
Application Signature Page(s)	10.K. Application Documents	12) Signature Page(s)

GETTING STARTED IN ProposalCentral

If you are a new user of ProposalCentral, click the blue "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 Password?”.

To start an application, select the “Grant Opportunities” 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-Lung Cancer Initiative at Johnson & Johnson Stimulating Therapeutic Advances through Research Training (START) Grants” and click the “Apply Now” link to create your application.

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. 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.F.; XII.; XIII.F.; and XIV.A. of the Grant Agreement prior to execution. 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 and mentor’s biographical sketch(es) and supporting documentation [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, the mentor, the endorser (if applicable), and signing official.

- 6. LETTER OF REFERENCE.** Enter the e-mail address of the mentor submitting a letter of reference. Enter the e-mail address again to confirm and click the add icon. If the academic mentor's e-mail address is in the ProposalCentral system, you will be prompted to "Send E-mail" to the mentor. **The e-mail will contain instructions and a link to upload the letter of reference directly to the application.** If the academic mentor's e-mail address is not in the ProposalCentral system, you will be prompted for the mentor's first and last name before being prompted to "Send E-mail".

If the applicant is being co-mentored, the mentors must provide a co-signed letter providing the mentorship details described in the e-mail instructions as they pertain to each member of the mentorship team. The co-signed letter must be uploaded by only the primary mentor.

If the mentor or the co-mentor (if applicable) is not an active, emeritus, or honorary member of the AACR, please download the endorsement form from Section 10 of the online application and follow the instructions provided in Section 10.H. to complete and submit this form. If your mentor or co-mentor (if applicable) is an AACR member, the endorsement form will not be accepted.

The letter of reference is uploaded directly by the mentor to the ProposalCentral application. Applications cannot be submitted without a Letter of Reference. Applicants can view letter submission status in Section 6 of the online application.

Note: The Letter of Reference is only required from the academic mentor. The Johnson & Johnson Enterprise Innovation Mentor will be appointed at the time of the award.

7. ABSTRACTS.

- A. Lay Abstract.** Limited to 3,000 characters (including spaces), and must provide a clear, concise, and comprehensive overview of the proposed research project in language suitable for a non-scientific audience. Do not use abbreviations unless absolutely necessary.
- B. Scientific Abstract.** Limited to 3,000 characters (including spaces) and must provide brief summary of the proposed project.

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

From the lists provided, select the research areas that are most applicable to this project (*select no more than two*), select the tumor site that is most applicable to this 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 \$225,000. As this fellowship is intended to support the salary and benefits of the fellow, applicants must dedicate at least 50% effort to the proposed project for the two year-term spent at the institution. The percentage of salary requested may not exceed the percent effort of the applicant. Up to 50% of the total budget may be allocated for non-personnel direct research expenses, such as 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.) Budget requests for equipment that exceed 10% of the total budget must be accompanied by a detailed justification.

The applicant must dedicate 100% effort to the proposed project for the one year-term spent on site at the Johnson & Johnson Enterprise Innovation facility.

The grantee **must** attend the required AACR Annual Meeting to formally accept the grant during the Grants Reception and Dinner. Up to \$2,000 may be allocated from the grant to support the grantee's registration and attendance at this Annual Meeting. No other travel is permitted.

In addition to the grant funds, a limited stipend of up to \$7,500 will be provided to allow the fellow to travel to the Johnson & Johnson Enterprise Innovation site prior to the start of the one-year term to secure accommodations. This stipend is meant to cover necessary costs for the fellow to travel to and from the Johnson & Johnson Enterprise Innovation site for the one-year term. Total amount of the stipend will be determined on a case-by-case basis, will be dependent upon the distance traveled by the fellow, and will be limited to a total of \$7,500. Housing costs during the one-year term at the Johnson & Johnson Enterprise Innovation location are the responsibility of the fellow.

Salary and benefit expenses for any individuals other than the grantee, indirect costs, tuition, travel (other than to the AACR Annual Meeting noted above), professional membership dues, and any other research-related expenses not directly related to this 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.D. for Budget Justification template instructions.

Note: Projects that are supported in whole or in part by another agency will **not** be funded by this grant. Projects are considered to overlap if they share in whole or in part the Specific Aims or areas of the Budget Justification.

- 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 these guidelines may 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.
- Page numbering. The Proposal Narrative must be numbered consecutively; do not use section designations such as "3A" or "3B".
- 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. Research Project Proposal. *Applicants are required to use the template available from the ProposalCentral website. The information must be presented in this order:*

I. Contents Page. Complete the Table of Contents by indicating the appropriate page numbers for each section. The Table of Contents page **must not exceed one page**.

II. Proposal Narrative. Limited to six pages, including figures and tables. The Contents Page, Facilities, and References sections do not count against this page limit. The information must be presented in this order and include these subheadings: (A) Title of Research Project; (B) Introductory Statement, Background, Preliminary Data, and Rationale; (C) Specific Aims; (D) Research Design and Methods*; and (E) Significance and Statement of Relevance.

***Note that the AACR strongly encourages the authentication of cell lines intended for use in the proposed research project.** If use of cell lines is proposed, it is encouraged that information related to cell line authentication is included in the Research Design and Methods section of the proposal. For a list of cell line authentication services, please visit:
<http://aacrjournals.org/content/cell-line-authentication-information>

III. Career Development Plan. Limited to one page. Applicants should state their career goals and measurable objectives, including how the varied research experience in academia and industry will enhance their research skills and contribute to their career advancement.

IV. Facilities. Limited to two pages. Please provide a description of the research facilities, resources, and equipment that are available to the applicant at their academic institution that will allow successful implementation of the proposed research program during the two-year term spent at the academic institution.

V. References. Limited to three pages. 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. Secured Other Support. *Applicants are required to use the template available from the ProposalCentral website.* In the table provided, list all **existing** support (institutional, federal, etc.) that has been **secured** and will be used in whole or in part by the applicant during the term of this grant (09/01/2023-08/31/2026). Only funding sources that provide support specifically for the applicant or the proposed project should be listed, which includes grants for which the applicant is not the Principal Investigator. This may include support for different projects. For each grant or funding source, please provide:

- Name of Principal Investigator
- Name of Grant/Funding Source
- Funding Agency
- Grant Term
- Amount of Funding (*Total Direct Costs for the Grant Term*)
- Percent Effort of Applicant
- Title of Project
- List of Specific Aims as Stated in Grant Proposal (summaries will NOT be accepted); Describe Scientific Overlap, If Any, with the AACR Proposal*

**Please use additional space if needed to briefly describe any scientific overlap between each secured grant and the research proposed in this application.*

- C. Pending Other Support.** *Applicants are required to use the template available from the ProposalCentral website. In the table provided, list all **pending** support (institutional, federal, etc.) that will, **if secured**, be used in whole or in part by the applicant during the term of this grant (09/01/2023-08/31/2026). Only funding sources that will provide support specifically for the applicant, which includes grants for which the applicant is not the Principal Investigator. This may include support for different projects. For each pending grant or funding source, please provide:*

- Name of Principal Investigator
- Name of Grant/Funding Source
- Funding Agency
- Grant Term
- Amount of Funding (*Total Direct Costs for the Grant Term*)
- Percent Effort of Applicant
- Title of Project
- List of Specific Aims as Stated in Grant Proposal (summaries will NOT be accepted); Direct Scientific Overlap, If Any, with the AACR Proposal*

**Please use additional space if needed to briefly describe any scientific overlap between each secured grant and the research proposed in this application.*

NOTE: If at any time prior to selection and notification an applicant is awarded any funding that may overlap with the 2023 AACR-Lung Cancer Initiative at Johnson & Johnson START Grants, the applicant must notify the AACR immediately. As a reminder, **projects that are supported in whole or in part by another agency will not be funded by this grant.** Projects are considered to overlap if they share in whole or in part the Specific Aims or areas of the Budget Justification.

- D. Budget Justification.** *Applicants are required to use the template available from the ProposalCentral website. **Limited to two pages.** Applicants must submit a budget in the amount of \$225,000. Percent effort of the applicant on the proposed project must be indicated; applicants must dedicate 100% effort to the proposed project for the one year-term spent on site at Johnson & Johnson Enterprise Innovation's facility. Applicants must dedicate at least 50% effort to the proposed project during the two years spent at the academic institution. Justify salary and benefits and any other research expenses (if requested). The percentage of salary requested may not exceed the percent effort the applicant will dedicate to the project. Up to 50% of the budget for the two years spent at the academic institution may be designated for non-personnel direct research expenses, such as*

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.) Budget requests for equipment that exceed 10% of the total budget must be accompanied by a detailed justification. Travel expenditures cannot exceed \$2,000 for travel to the required AACR Annual Meeting **ONLY**. Travel funds are for the grantee **ONLY**.

- E. Project Milestones.** *Applicants are required to use the template available from the ProposalCentral website. Please submit the Milestones Template with only Column A completed.* The Milestones Template is meant to list the various steps necessary to complete your research goals and the estimated time it will take to complete each step. Please list your name and the specific aims for the proposed project at the top of the template. Underneath each time period, identify the steps that will be needed to accomplish the aim(s) in that time period. For each step, note the corresponding aim in parentheses. Rows may be added/deleted to the template as needed. For the purposes of submitting the template with your application, **only the information requested above inputted into Column A is needed**. Reporting progress towards milestones further using this template will be incorporated into the reporting requirements for the project if funded.

Applicants should also define specific milestones and goals to be accomplished during each year of the fellowship, emphasizing how the experience in industry is expected to complement the time spent in academia.

- F. Endorsement Form.** Applicants are required to use the template available from the ProposalCentral website. If the mentor or co-mentor (if applicable) is not an active, emeritus, or honorary member of the AACR, an endorser must complete and sign the endorsement form on the applicant's behalf. The endorser must be an active, emeritus, or honorary member of the AACR. The signed form must be uploaded directly by the applicant to the online application. If the mentor is an AACR member, the endorsement form will not be accepted.
- G. Applicant's Biographical Sketch:** Applicants are required to use the **Fellowship Biosketch** template available for download from the [NIH's Biosketch Format Pages, Instructions and Samples](#). Please refer to the Instructions and Fellowship Biosketch sample under **Biographical Sketch Format Page (fellowship)**. The biographical sketch must be in English.
- H. Academic Mentor's Biographical Sketch.** Mentors 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.

If a co-signed letter of reference is being provided, a biographical sketch must be provided for each member of the mentorship team signing the letter.

- I. Supporting Documentation.** An example of acceptable supporting documentation is a letter of commitment from a collaborating clinician, drug manufacturer, or any collaborator 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.

- J. Applicant Checklist.** To ensure **eligibility**, this checklist is required for **all** applicants. The checklist **MUST** be downloaded from the ProposalCentral site, completed, and signed by all required parties. Electronic/digital signatures are permitted. These signatures transmitted by electronic means shall have the same force and effect as original signatures. Please note that 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.

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

- K. Research Agreement Statement.** Applicants and the institution must sign and date the statement, indicating that they are aware of the requirement of executing a timely Research Project Agreement between the Institution and Johnson & Johnson Enterprise Innovation on before confirmation of the grant, should they be selected. Electronic/digital signatures are permitted. These signatures transmitted by electronic means shall have the same force and effect as original signatures.

The AACR will facilitate contact between the Institution and Johnson & Johnson, so they may directly conduct negotiations regarding the terms and conditions of the Research Project Agreement. Institution will use good faith efforts to expedite negotiation and execution of the Research Project agreement to enable timely confirmation of the grant and commencement of the fellowship.

The **signed Research Agreement Statement** must be uploaded to your online application in the Application Documents section.

- L. Signed Signature Page.** In order to ensure that the applicant, academic mentor, and institution have approved the application, applicants must obtain all 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 13 below.

The **signed Signature Page** (with signatures from the applicant, academic mentor, and institution's signing official) must be uploaded to your online application in the Application Documents section. If the applicant is co-mentored, only the primary mentor is required to sign the Signature Page and must be the mentor entered into the ProposalCentral system in Section 5 of the application.

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, click 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 Application”, 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. Electronic/digital signatures are also permitted and shall have the same force and effect as original signatures. Do not upload the Application Contacts, Scientific Abstract, and 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 the Abstracts are not cut-off in this view and that your attachments loaded properly. The following application materials will **not** be present when using this option: Pending Other Support and the Letter of Reference, signatures. Absence of these

Absence of these materials 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; however, as the Letter of Reference is uploaded directly from the mentor the applicant will be unable to access these letters.

Excessive spacing in your Lay and Scientific 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 they do not fully appear. If they do not fully appear, you will not be given the opportunity to edit them 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 Attachments” 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.

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 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” link. 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.

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.

MORE ABOUT THE PARTNERS



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 50,000 members in 129 countries and territories around the world; over 31% percent of members live outside the United States. Twenty percent of the AACR's international members are located in countries with emerging economies. The 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. The AACR's Virtual 2020 Annual Meeting attracted over 74,000 attendees. In addition, the AACR publishes ten 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.



The Lung Cancer Initiative (LCI) at Johnson & Johnson was formed in 2018 to unleash the full potential of lung cancer science to help change the trajectory of this complex disease. As an R&D engine, the LCI takes a multidisciplinary approach in bringing together the unparalleled expertise, technology, scale and reach across Johnson & Johnson within its Pharmaceutical, Medical Device and Consumer Health sectors, and works with collaborators worldwide to advance innovations that aim to create more effective and personalized treatments for lung cancer with the goal to improve patient outcome.