Cycle 5 of this program was originally announced 9/30/20 and reissued 5/17/21.

Letter of Interest (Required)

Organizations that intend to submit a full application must submit a Letter of Intent (LOI) for each distinguished researcher candidate. Instructions on how to submit the LOI will be available on the Distinguished Researchers page on the CARE website. The LOI must be submitted by Wednesday, July 21, 2021, 5:00 p.m. PST. The following are the LOI prompts. [Note: Applicants should consider protecting any potential intellectual property or confidential information before disclosing it in the LOI. Proprietary, privileged, confidential commercial, patentable ideas, trade secrets, etc. should only be included in the LOI to the extent necessary to convey an understanding of the research project proposal. Such information should be clearly marked in the LOI materials as confidential, proprietary, or privileged information.]

1. Applicant Organization Name
2. Contact Person for the LOI
3. Distinguished Researcher Candidate Name
4. Distinguished Researcher Candidate’s Previous Institution
5. Distinguished Researcher Candidate’s Faculty Advisors (for early career investigators)
6. Will the Distinguished Researcher candidate devote a minimum of 50% effort to overall cancer research activities?
7. Distinguished Researcher candidate start date or expected start date. [Note: Start date must be on or after May 1, 2020.]
8. Research Plan Title
9. Summary of Research Plan, including cancer disparity to be addressed and the population to be impacted (300 words or less)
10. Research Plan key words (200 characters or less)

CARE Fund staff will approve or disapprove the applicant’s LOI. Approved applicants will be invited to submit a full application. An invitation with instructions on how to submit a full proposal will be sent to the contact person listed for the LOI.

1 All applicants to CARE Grant Programs are advised that information provided to the CARE Fund, including an applicant’s proprietary and confidential information, are considered public records under Washington’s Public Records Act, Chapter 42.56 RCW. Generally, public records are subject to disclosure unless an exemption to disclosure applies. Much of the information provided to the CARE Fund may be protected from potential Public Records request disclosure to the extent provided under RCW 42.56.270(29). RCW 42.56.270(29) is an exemption in the Public Records Act that applies specifically to records provided in the context of a CARE Fund application and grant implementation. It exempts “Financial, commercial, operations, and technical and research information and data submitted to or obtained by the Andy Hill Cancer Research Endowment program in applications for, or delivery of, grants under Chapter 43.348 RCW, to the extent that such information, if revealed, would reasonably be expected to result in private loss to providers of this information.” However, applicants should be aware that their information will be subject to disclosure unless this or another exemption applies.

The applicant may be notified of any public records request regarding their application and be given an opportunity to provide further information specifying why the information should be exempt from disclosure, and an opportunity to assert objections to disclosure and seek a protective order. CARE will determine, in its sole discretion, whether to assert RCW 42.56.270(29) or any other available public records exemption.

May 17, 2021
Full Application (Required, After Invitation)

Applicants must submit a full application to the CARE Fund. Instructions on how to submit the full application will be available on the Distinguished Researchers Program page on the CARE Fund website. The application will require the applicant to respond to the prompts listed below. The full application must be submitted by Wednesday, September 8, 2021, 5:00 p.m. PST. [Note: Applicants should consider protecting any potential intellectual property or confidential information before disclosing it in the application. Proprietary, privileged, confidential commercial, patentable ideas, trade secrets, etc. should only be included in the application to the extent necessary to convey an understanding of the research project proposal. Such information should be clearly marked in the application materials as confidential, proprietary, or privileged information.]

Please respond to the following prompts and questions in the online application. (Application uploads should follow NIH font, line spacing, paper size, and margin guidelines. https://grants.nih.gov/grants/how-to-apply-application-guide/format-and-write/format-attachments.htm#font)

1. Application Title
2. The Distinguished Researcher Application Track.
   a. Early Career Investigator (i.e., no more than 10 years since terminal degree in biomedical science was conferred.)
   b. Established Investigator
3. Will the Distinguished Researcher candidate devote a minimum of 50% effort to overall cancer research activities?
4. Distinguished Researcher candidate start date or expected start date. [Note: Start date must be on or after May 1, 2020.]
5. Is proprietary/privileged information included in this application? [Note: Applicants should consider protecting any potential intellectual property or confidential information before disclosing it in the application. Proprietary, privileged, confidential commercial, patentable ideas, trade secrets, etc.

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The applicant may be notified of any public records request regarding their application and be given an opportunity to provide further information specifying why the information should be exempt from disclosure, and an opportunity to assert objections to disclosure and seek a protective order. CARE will determine, in its sole discretion, whether to assert RCW 42.56.270(29) or any other available public records exemption.
should only be included in the application to the extent necessary to convey an understanding of the research project proposal. *Such information should be clearly marked in the application materials as confidential, proprietary, or privileged information.*]

6. Applicant Organization Type.

7. Applicant Organization Name. [Note: Applicant organization must have a substantial presence in Washington, as determined by the CARE Fund based on factors including, but not limited to: number and compensation of full-time equivalent employees who are residents of Washington relative to the applicant’s other sites; having research and development, administrative, or manufacturing facilities located in Washington; payment of Washington Business and Occupation or other taxes in the state; or any combination of such factors.]

8. Applicant Organization Address

9. Contact Person for this Application (Full Name, Position, Phone, and Email)

10. Distinguished Researcher Candidate Name (First & Last Name)

11. Five-Year Research Plan Summary. Provide a layperson summary of the Distinguished Researcher candidate’s five-year research plan. Describe in lay terms the overall goal of the research, the type(s) of cancer to be studied, the potential significance of the results, and how the results will impact the cancer research field in diagnosis, prevention, or treatment of cancer, including cancer disparities. [Note: The information provided in this section may be made publicly available. Do not include proprietary information in the Layperson Summary.] [2000 characters or less]

12. Application Budget. The budget should include the organization’s total commitment for the recruitment and support of the Distinguished Researcher for each year of the 2-year grant period. Provide an itemized budget for the below cost categories for each budget year. For specific instructions, review the CARE Distinguished Researchers Program Budget Guidance document.

- Personnel (Salary and Fringe Benefits)
- Equipment (List items and dollar amount for each item exceeding $5,000)
- Supplies (Itemize)
- Travel
- Other Direct Expenses
- Indirect Costs (If applicable)
- Total Recruitment/Start-up Budget (Amount from each source category)
  - Andy Hill CARE Grant Funds
  - Non-State Match Funds Secured (must be equal to or greater than amount requested from CARE)
  - All Other Funds (including Washington State source funds)

13. Budget Justification. Provide a budget justification for the two-year grant period, including the CARE Fund grant award, non-state match funds, and all other funds in the budget that will support the researcher. [Upload; Limit 3 pages]

14. Applicant Organization’s alignment to CARE Fund objectives and priorities. Describe how the recruitment and support of the Distinguished Researcher candidate and the candidate’s research will address cancer disparities, improve cancer care access and outcomes, and advance diversity, equity, and inclusion in cancer research. Include the specific cancer disparity or disparities to be
addressed, the population(s) in Washington State that will be impacted, and how the candidate will promote the institution’s overall efforts to address disparities. Describe rationale for requesting CARE funding and the organization’s resource commitments to recruit and support the Distinguished Researcher candidate, including salary, non-financial support of the candidate and their research plan, and all other agreements between the institution and the candidate. [Upload; Limit 3 pages]

15. Proof and/or Commitment of matching (non-state of Washington) funds. [Note: Proof or commitment of non-state or private contributions may be accomplished by providing a written, binding, enforceable agreement from the contributor that commits an equal or greater amount of non-state or private contributions to meet the CARE Fund’s one-to-one (1:1) matching requirement. The applicant is encouraged to include the total non-state or private contribution commitments to be used for the recruitment and support of the Distinguished Researcher candidate beyond the minimum 1:1 match. The document must include a definitive statement that a non-state or private contribution is committed, including the amount, AND acknowledge that the CARE Fund grant award is contingent upon this contribution.] [Upload]

16. Distinguished Researcher Candidate’s Qualifications. The qualifications should include education, dissertation title (if applicable), employment history, research projects, bibliography/publications, and grants and contracts (include funders; dates; amounts of funding (direct and total); and applicant researcher’s role). [Upload; Limit 8 pages]

17. Statement of the Distinguished Researcher candidate’s most significant research contributions. [Upload; Limit 1 page]

18. Description of the Distinguished Researcher Candidate’s past and current collaborations and/or multi-disciplinary research efforts. [Upload; Limit 1 page]

19. Distinguished Researcher Candidate’s Five-Year Research Plan. The research plan should include, for example: the major research questions or themes to be pursued and the rationale for selecting them; how the research addresses cancer disparities; the challenges that the researcher anticipates in the course of the projects and approaches to overcoming them; collaborations which may need to be developed in the course of realizing the plan; anticipated long-term impacts in cancer research and clinical interventions, including cancer disparities; a broad publications plan; and, an outline of the funding plan. [Upload; Limit 10 pages]

20. Distinguished Researcher Candidate’s Five-Year Career Development Plan. The career plan should include, for example: plans to enhance scholarship, teaching, and service, professional skills development, mentoring activities, etc. [Upload; Limit 2 pages]

21. Milestones and Timeline. For each year of the Research Plan (Years 1–5) please provide specific milestones and the timeline for achieving them. For specific instructions, review the CARE Distinguished Researchers Milestone-Timeline Guidance document. [Upload; Limit 3 pages]

22. Current Grant Award(s) and/or Sponsored Research Agreement(s) cover pages. [Note: The information submitted should include the type of grant, grant number, and budget, demonstrating proof of current peer-reviewed funding and/or sponsored research agreements obtained by the researcher. For all grants that will be transferred to the host institution in Washington State, please also include details regarding grant-funded personnel and type of jobs (e.g., post-docs, fellows, research assistants, lab techs, etc.).] [Upload. Combine all documents as a single file with a cover page that lists the Awards and Agreements.]
23. Summary of the number and type of estimated new jobs created as result of the Distinguished Researcher candidate’s recruitment (in addition to current jobs that would be transferred). Any new compensated positions (e.g., post-docs, fellows, research assistants, lab techs, etc.) that will be created or moved to Washington should be included. [Upload; Limit 1 page]

24. Will the Distinguished Researcher candidate interact with end-users (as defined by the researcher) of their research before, during, or after the proposed project?
   a. Check all that apply
      i. Before project commencement
      ii. During the project
      iii. After project completion
   b. If yes to any of the above, please describe. [1500 characters or less]

25. Additional Supporting Documents (Optional). Letters of Support and other documents to strengthen the application may be attached. Combine all documents as a single file with a cover page that lists the contents of the Supporting Documents attachment. [Upload; Limit 5 documents, 10 total pages, plus Cover Page]

Contact Information
For questions regarding the application, please contact Peter Choi (peter@wacarefund.org).