



Caring for Carcinoid Foundation

2006 Request for Proposal

Mission

- The mission of the Caring for Carcinoid Foundation is to discover a cure for carcinoid.

Approach

- The Caring for Carcinoid Foundation is the leading non-profit funder of carcinoid research. We believe in making rapid advances in the battle against carcinoid. Therefore, our approach is to award research grants to scientists whose work will unlock the genetic causes of carcinoid and lead to new, genetically targeted therapies. Specifically, we fund research that:
 - Builds on novel ideas
 - Applies cutting-edge technology
 - Leverages insights from related cancers, such as pancreatic endocrine cancer
 - Fosters collaboration between scientists and institutions
 - Demonstrates the potential to expand in scope and attract additional support, particularly from the NIH

Purpose

- The purpose of this Request for Proposal is to fund scientists who will accelerate our search for a carcinoid cure.
- Applicants must demonstrate how their proposed research will align with our Research Road Map: <http://www.caringforcarcinoid.org/research/researchroadmap.asp>
- Applicants must also demonstrate how they will use performance metrics to track their rapid progress in contributing to a carcinoid cure.

Funding Amount

- \$50,000 - \$150,000 per year
- Funds may only be used for personnel salaries, supplies, equipment, and/or services.
- Use of funds for institutional overhead costs is strictly prohibited.
- Use of funds for indirect costs is strictly prohibited.
- Use of funds for project costs that are funded by other sources is strictly prohibited.

Funding Duration

- Minimum 2 years
- Funding starts on July 1, 2006

Dedicated to discovering a cure for carcinoid

Eligibility

- MD, PhD, or equivalent degree
- Sponsorship by a non-profit institution, as defined by Section 501(c)(3) of the U.S. Internal Revenue Tax Code

Deadlines

- Letter of Intent: March 1, 2006
 - Letter of Intent must be received by 5pm Eastern Standard Time based on the Caring for Carcinoid Foundation e-mail time stamp
- Application: May 1, 2006
 - Application must be received by 5pm Eastern Standard Time based on the Caring for Carcinoid Foundation e-mail time stamp

Announcement

- Peer Review Committee meeting: June 2006
- Award announcement: June 2006

Peer Review Committee

- The Peer Review Committee comprises members of the Caring for Carcinoid Foundation's Board of Scientific Advisors plus additional outside experts, as needed.
- All names of the Peer Review Committee members are disclosed to applicants.
- Members of the Peer Review Committee must recuse themselves from serving on the Peer Review Committee if they submit an Application.
- Members of the Peer Review Committee must recuse themselves from evaluating an application if there may be a conflict of interest.
- Applicants may request that a member of the Peer Review Committee not review their Application if there is a perceived conflict of interest.

Selection Process

- First, our Peer Review Committee and Board of Directors will review all Letters of Intent and invite selected applicants to submit an Application.
- Second, our Peer Review Committee will evaluate all Applications against five criteria, in accordance with NIH guidelines:
 - Significance
 - Approach
 - Innovation
 - Investigators
 - Environment
- Third, our Board of Directors, acting in its sole discretion, will select the research grant recipients based on the recommendations of the Peer Review Committee, funds available, and its duty to achieve the mission of the Caring for Carcinoid Foundation.

LETTER OF INTENT

Length

- 2-page limit
 - Single-spaced
 - 12-point Times New Roman font

Contents

- Principal Investigator name
- Principal Investigator title
- Principal Investigator contact information
 - Address
 - Telephone
 - Fax
 - E-mail
- Sponsoring Institution name
- Sponsoring Institution contact information
 - Address
 - Telephone
 - Fax
 - E-mail
- Description of project
 - Title
 - Objectives
 - Abstract (scientific version)
 - Abstract (lay version)
 - Alignment with our Research Road Map
 - Performance metrics to track rapid progress
 - List and roles of all involved personnel and collaborators
 - Funding requested
 - Duration requested

Rules

- Letter of Intent must be written in English.
- Letter of Intent received after the deadline will be declined.
- Letter of Intent that exceeds the 2-page limit will be declined.
- Letter of Intent that is incomplete (based on “Contents” section) will be declined.
- Letter of Intent cannot be changed after submission.

Submission

- Prepare and sign the Letter of Intent.
- Convert the Letter of Intent to a single PDF file.
- Attach the PDF file and e-mail to: research@caringforcarcinoid.org

Confirmation

- The Caring for Carcinoid Foundation will e-mail the applicant to confirm receipt of the Letter of Intent within five business days.

Confidentiality

- The Caring for Carcinoid Foundation will disclose the Letter of Intent only to individuals who are directly involved in our process to award research grants.

APPLICATION

Length

- Body: 10-page limit
 - Single-spaced
 - 12-point Times New Roman font
- Appendix (optional): 5-page limit
 - Text, tables, charts, reprints, and/or letters of collaboration

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 - Address
 - Telephone
 - Fax
 - E-mail
- Description of project
 - Title
 - Objectives
 - Abstract (scientific version)
 - Abstract (lay version)
 - Alignment with our Research Road Map
 - Performance metrics to track rapid progress
 - List and roles of all involved personnel and collaborators
 - Funding requested
 - Duration requested
- Detailed research proposal (NIH format)
 - Specific aims
 - Background and significance
 - Preliminary data
 - Experimental plan
- Detailed budget, including other sources of support
- Plan for sharing research data with other scientists/institutions
- Plan for sharing research resources with other scientists/institutions
- Biosketch (NIH format) of the Principal Investigator and key collaborators
- Appendix (optional)

Rules

- Application must be written in English.
- Application received after the deadline will be declined.
- Application that exceeds the 10-page limit for the Body and/or 5-page limit for the Appendix will be declined.
- Application that is incomplete (based on “Contents” section) will be declined.
- Application cannot be changed after submission.

Submission

- Prepare the Application.
- Sign and date the following statement on a separate page (does not count toward the Application page limit):
 - “I certify that the statements herein are true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, and/or administrative penalties. I have read and agree to be bound by the Caring for Carcinoid Foundation’s Research Grant Policies and Procedures.”
- Department Chairperson (or equivalent) of the applicant’s Sponsoring Institution must sign and date the following statement on a separate page (does not count toward the Application page limit):
 - “I certify that the statements herein are true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, and/or administrative penalties. [Insert name of Sponsoring Institution] has read and agrees to be bound by the Caring for Carcinoid Foundation’s Research Grant Policies and Procedures.”
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For more information, please e-mail: research@caringforcarcinoid.org