

## 2018 YOUNG INVESTIGATOR GRANT PROGRAMS

### Frequently Asked Questions

This document references the following Lymphoma Research Foundation (LRF) Grant Programs:

- Clinical Investigator Career Development Award (CDA)
- Lymphoma Clinical Research Mentoring Program (LCRMP)
- Postdoctoral Fellowship Grant

For questions about the AYA Correlative Studies Grant, please see the separate FAQ document pertaining to that program.

**For technical assistance with the application submission portal, please contact the proposalCENTRAL helpline.** The proposalCENTRAL helpline is available for questions from applicants during normal business hours (8:30AM– 5:00PM EST) Monday-Friday:

- Phone: 800-875-2562 (toll free) or 703-964-5840
- E-mail: [pcsupport@altum.com](mailto:pcsupport@altum.com)

#### **GENERAL QUESTIONS (ALL PROGRAMS)**

**Q: Do I have to submit a Letter of Intent (LOI)?**

A: No LOI is required.

**Q: When is the proposal due?**

A: The submission deadline is 5:00PM EST on Wednesday, September 6, 2017.

**Q: What are the citizenship requirements for applicants?**

A: Eligible applicants must be a citizen of the United States or Canada or hold a visa to work in the United States or Canada. In addition, applicants must be able to commit to remaining at an American or Canadian institution for the duration of the project.

**Q: Are American/Canadian citizens working at an institution in another country eligible?**

A: No. Applicants to these programs must be based at an institution in the United States or Canada for the duration of the project.

**Q: How should applicants determine which program is most appropriate for their application?**

A: Please review the chart below to better understand the differences between each Young Investigator Program. Note that all eligibility criteria refer to the applicant’s experience as of the first day of the award period (March 1, 2018). You may also wish to review past recipients and their projects at [lymphoma.org/recentawards](http://lymphoma.org/recentawards). Further questions about eligibility should be directed to [researchgrants@lymphoma.org](mailto:researchgrants@lymphoma.org).

<b>Program</b>	<b>Open to Fellows/Postdocs?</b>	<b>Open to Faculty?</b>	<b>Required Time Spent On Research</b>	<b>Appropriate For</b>
CDA	Clinical fellows with at least 2 years (24 months) fellow/postdoc exp.	Yes, with no more than 5 years beyond completion of fellow/postdoc.	35-50%	Clinical research

Fellowships	MD or PhD fellows with no more than 5 years (60 months) of fellow/postdoc exp. MDs must have completed at least 2 years of their fellowship.	No. Applicants may move into a faculty position during the award but should not hold a faculty position as of the start of the award period.	80%	Bench, translational, or clinical research
LCRMP	Clinical fellows, who are in at least their second year of select ACGME fellowships (see RFP).	Yes, in first 4 years of first faculty position, provided not more than 4 years past completion of fellowship or 12 years past receipt of MD.	No required level. Applicants should demonstrate institutional support for their project.	Clinical research

**Q: Can applicants apply to more than one grant program in the same grant cycle?**

A: Yes, however, please refer to the question below and the specific RFPs for each program to make sure you and your project meet the eligibility requirements for each application, as they have slight variations.

**Q: Is a sponsor/mentor required? Can my sponsor/mentor support two applicants?**

A: A sponsor or mentor is required – please see the specific RFP for mentor requirements for each grant program. The same sponsor or mentor may not simultaneously support two applicants in the same program, however, they may support one applicant each to separate programs. For example, the same sponsor may support one CDA applicant and one Fellowship applicant, but not two CDA applicants.

**Q: Why is proposalCENTRAL asking me to import my Other Research Support from my profile? Do I have to import this info or can I fill it in manually?**

A: proposalCENTRAL allows applicants to store other research support in their individual profile and import it into an application as needed. Follow the directions on the application page to import funding from your profile to the application, or use the indicated buttons to open your profile to add new entries. For technical assistance with this section, contact proposalCENTRAL technical support at [pcsupport@altum.com](mailto:pcsupport@altum.com).

**Q: How do I list my mentor's/sponsor's research support?**

A: A template for listing your mentor's/sponsor's research support is included in the "Templates" section of each application. Follow the instructions within the template and upload the file in the "Attachments" section.

**Q: What font should I use?**

A: Any legible font is acceptable, but should be sized at 11 points or greater.

**Q: What size margins must be used?**

A: Where limitations exist, they are indicated in the grant RFPs. As a general rule, when margin limits are not specified, please use standard, one-inch margins.

**Q: Are there limits on the number of pages?**

A: Please refer to each program's RFP for specific page limitations for each section. If limits are not specified for a particular section or document, there is no page limit.

**Q: Is there a required format for letters of support?**

A: The format of letters of support is left to the discretion of the writer; please refer to each program's RFP for content requirements. All letters should be submitted on institutional letterhead.

**Q: How many letters of support must be supplied?**

A: For the LCRMP, applicants need their Mentor's letter of support **plus** two additional letters. CDA and Fellowship applicants should supply their Mentor/Sponsor letter **plus** three additional letters. All blinded support letters must be uploaded to proposalCENTRAL **before** the application deadline or you will not be able to submit your application.

Please note that additional letters, uploaded as part of the appendix, may be required to verify support from pharmaceutical partners or other collaborating entities. Review each program's RFP for details.

**Q: Is there any specific format for publications?**

A: Publications must be uploaded in PDF format.

**Q: Does the application require a formal budget? What kind of expenses can be accounted for?**

A: Yes. The "Budget Period Detail" and "Budget Summary" sections of the application must be completed. Please see each program's RFP for specific details related to the allocation of salary support for the Clinical Investigator Career Development Award and Postdoctoral Fellowship grants. Fringe may be included on grants where salary support is allowed. For the annual \$5,000 incidental expenses allotted in each grant program, allowable expenses include: professional development expenses (travel and registration fees for relevant conferences, tuition for a course), a computer for your use in research, and expenses relevant to the research project. Incidental funds do not cover lab equipment for your institution or personnel expenses of any kind. LRF's Young Investigator Grants do not allow institutional overhead. The total budget should be no more than the stated limit for each program, inclusive of fringe and incidental expenses.

**Q: What if I don't have one or more of the required assurances (i.e. IRB, IACUC, biohazards) yet?**

A: In the Organizational Assurances section of the application, select the appropriate response. For example, if IRB approval has been requested but not yet received, select "pending" as the response to that question. In that case there is no certificate to upload, so you simply skip that attachment (certificate attachments are not *required* in order to submit your application). Please note however, that you **must** demonstrate receipt of the appropriate assurances in order to receive your award, if selected. You will be asked to upload current certificates at that time. LCRMP applicants will indicate any pending or procured assurances on the Cover Sheet template.

**Q: Do applicants have to mail a hard copy of the entire application?**

A: No. Applicants are not required to mail a hard copy of any application component. Please note that the signature and waiver pages must be printed, signed by the appropriate institutional officials, and uploaded into the application as a PDF before submission.

**Q: Who conducts the grant review?**

A: Applications will be reviewed by members of LRF's Scientific Advisory Board (SAB), which is comprised of leaders in the field of lymphoma research.

**Q: Will I have the opportunity to respond to feedback and re-submit my application?**

A: The LRF Scientific Advisory Board may elect to provide feedback to applicants discussed during the final round of review. This feedback will be for the improvement of future grant submissions only; responses and resubmissions during the current grant cycle are not permitted. The SAB's decision is final.

**Q: When will I find out if I have been selected for an award?**

A: Applicants will be informed in writing in December 2017.

### **CLINICAL RESEARCH DEVELOPMENT AWARD (CDA) QUESTIONS**

**Q: Must my CDA project involve clinical research?**

A: Yes. The focus of the training is to prepare clinicians to design and administer clinical studies in lymphoma and to take on the primary responsibilities for clinical trial design, protocol writing, Institutional Review Board (IRB) submission, and publication.

**Q: Are non-clinicians eligible to apply for the CDA?**

A: No. Applicants must be licensed clinical physicians in one of the ACGME accredited specialties and be working at a clinical research institution in the United States or Canada for the duration of the grant award period.

**Q: What time commitment is required for the CDA?**

A: The Clinical Investigator must spend a minimum of 35 to 50 percent of his/her time in research. This time should be free of major patient care, teaching or administrative responsibilities.

### **POSTDOCTORAL FELLOWSHIP QUESTIONS**

**Q: Must my Fellowship project involve clinical research?**

A: No, both laboratory and clinic based projects are acceptable, but the results and conclusions must be clearly relevant to the treatment, diagnosis or prevention of Hodgkin and/or non-Hodgkin lymphoma. Areas of research may include, but are not limited to, etiology, immunology, genetics, therapies and transplantation. Historically, successful applications in this program have focused on basic, translational, and epidemiological research.

**Q: I'm not a faculty member yet, but I will be starting a position this fall. Can I apply for a Fellowship grant?**

A: No. As of the 2017 cycle, Postdoctoral Fellowships are not open to applicants in faculty positions prior to the start of the award period (March 1, 2018). Applicants receiving an award may move into a faculty position during the period of the grant. Junior faculty members in clinical research may be eligible to apply to the CDA or LCRMP programs; see those RFPs for details.

**Q: I have a PhD, and I'm doing postdoctoral work, not an ACGME fellowship program – what does the "two years" requirement mean for me?**

A: If you are a PhD not participating in an ACGME fellowship program, the two year requirement does not apply to you. You may apply for the fellowship at any time in the first five years (60 months) of your postdoctoral work, as long as you will not be beyond five years as of March 1, 2018.

**Q: I have an MD and I'm a clinical fellow – do I have to meet both the two year minimum and five year maximum requirement?**

A: Yes. Clinical fellows must have completed at least two years (24 months) of fellowship work and no more than five years (60 months) of fellowship work as of March 1, 2018 to apply for a Postdoctoral Fellowship. If you are beyond the five year limit, you may be eligible for either the CDA or LCRMP programs – see those RFPs for details.

**Q: What time commitment is required for a Fellowship?**

A: The Fellow must spend a minimum of 80 percent of his/her time in research without major patient care, teaching, or administrative responsibilities except as such responsibilities relate directly to a pre-clinical or clinical lymphoma research project.

**LRF CLINICAL RESEARCH MENTORING PROGRAM (LCRMP) QUESTIONS**

**Q: How are the LCRMP eligibility requirements calculated?**

A: By the LCRMP workshop in March 2018, applicants must be considered at least a second-year fellow or not have gone beyond 4 years in their first faculty position. Applicants must also not have exceeded four years past completion of their clinical fellowship or twelve years past completion of their MD by March 2018.

**Q: What time commitment is required for the LCRMP?**

A: Selected applicants must be able to attend and participate in all parts of the program including the workshop from March 6-10, 2018 in Scottsdale, AZ, the follow-up meetings in Fall 2018 and 2019, and LRF required communication, reporting, and evaluation.

**Q: Must my LCRMP project involve clinical research?**

A: Yes. The focus of the LCRMP is to assist in the development of a specific clinical trial in patients with lymphoma and to set the foundation for grant development to support the trial. Proposals must involve clinical observation of human subjects and may include study or development of new diagnostic, methods, therapies, and/or outcome measurements directed to patients with lymphoma. Studies or proposals that are exclusively laboratory based are not appropriate for this program.

**Q: Are non-clinicians eligible to apply to the LCRMP?**

A: No. Applicants must demonstrate a clear interest and commitment to a career in lymphoma clinical research, and be either in at least their third year or have completed one of the following ACGME accredited sub-specialty fellowship programs: Hematology/Oncology, Hematology, Medical Oncology, Radiation Oncology, or Hematopathology.

**Q: Is my Mentor required to attend the workshop?**

A: No, Mentors are expected to provide support and guidance to the Applicant while he/she is at their home institution and assist with the execution of the Applicant's research project. They will not be asked to attend the March workshop or follow up programs.

**Q: I've already participated in a different mentorship program with ASH (or any other organization). May I apply for the LRF program?**

A: Yes. Applicants who have **completed** ASH's CRTI program or another mentorship program may apply for LRF's program. However, you may not participate in another competitively applied for mentorship **during** the period of the LRF program (March 2018 through October 2020).