



LUNGEvity Foundation 2021 Request for Application
LUNGEvity Foundation
Health Equity for Communities Research Award

IMPORTANT NOTES TO READ BEFORE PROCEEDING:

An applicant may submit only one application for the Health Equity for Communities Research Award.

An applicant with an existing LUNGEvity award that would be concurrent with a 2021 award may not apply.

An applicant who is deemed ineligible for this award and/or does not follow the instructions for preparing the application will be disqualified and the application not reviewed.

LUNGEvity will grant only one Health Equity for Communities Research Award per institution, although more than one applicant from an institution may apply.

The Health Equity for Communities Research Award uses a **two-step application process**. An applicant must first submit a letter of intent (LOI). Because there are a limited number of awards, only a subset of applicants will be invited to submit a full application after the LOIs are reviewed.

Detailed instructions for submitting the Health Equity for Communities Research Award application, including critical dates, begin on page 7.

LUNGEvity manages its grant process within proposalCENTRAL.

LUNGEVITY FOUNDATION

LUNGEvity, a 501(c)(3) philanthropy, is the nation's leading nonprofit lung cancer organization, focused on improving outcomes for people diagnosed with lung cancer through research, education, policy initiatives, and support and engagement for patients, survivors, and caregivers. LUNGEvity maintains a special focus on promoting health equity by addressing disparities throughout the lung cancer care continuum. LUNGEvity Foundation is firmly committed to making an immediate impact on increasing quality of life and survivorship of people with lung cancer by accelerating research into early detection and more effective treatments, as well as providing community, support, and education for all those affected by the disease. This mission brings us closer to our vision: a world where no one dies of lung cancer.

LUNGEvity Foundation Health Equity for Communities Research Award

OPPORTUNITY DESCRIPTION

Overview

LUNGEvity Foundation Health Equity for Communities Research Award was created to support young researchers interested in lung cancer community-based participatory research (CBPR) as a way to establish impact and sustainability for quality outcomes or health equity in high-risk populations. Research projects are restricted to CBPR in lung cancer, and the applicant must demonstrate the relevance of the research proposed, based on preliminary data and/or analysis. The awards may be for a maximum of \$125,000 (direct and indirect) per year for two years, for a total maximum of \$250,000. These are mentored awards; a career and mentoring plan is part of the required submission. Successful applicants are required during the duration of their award to attend the annual LUNGEvity Health Equity Council Meeting (either virtual or in-person), where they must present their research progress to the Council. It is anticipated that the **Foundation will fund at least two Health Equity for Communities Research Awards in 2021.**



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The projects that will be funded are expected to have a direct impact on disparities in vulnerable populations in the areas of lung cancer screening, biomarker testing, or inclusion in clinical research. The projects should demonstrate elimination of cancer health disparities at a geographical or population level or demonstrate efficacy in terms of increased knowledge and/or changes in attitudes/beliefs, screening uptake, biomarker testing uptake, or clinical trial inclusion with scalability and impact.

Project Description Details/Requirements

The award is meant to advance the career of an assistant professor or equivalent. This award is for those who have established a baseline of work/evidence that will serve as the foundation for evidence-based care in diverse settings, including low-resource environments, to address the lung cancer disparities that exist today in communities across the US. At the beginning of the grant term, an applicant (who must be the principal investigator for the proposed research) must be a PhD or MD and be within the first five years of his/her/their first faculty appointment with any academic institution, including research institutions that are not formally associated with a university.

The proposed research should incentivize a multidisciplinary team approach to integrate clinical research/care teams/nurse navigators/community outreach leaders/community-based organizations to define an impactful and sustainable approach for lung cancer care. The type of research specified for this grant is community-based participatory research (CBPR). CBPR has been identified by the NIH as a successful approach in creating interventions and prevention strategies to reduce health disparities. Refer to [Community-Based Participatory Research Program \(CBPR\) \(nih.gov\)](https://www.nih.gov/health-equity/health-equity-research/health-equity-research-program/cbpr) for best practices in CBPR.

The proposed research should address gaps in the lung cancer continuum of care and achieve health equity and/or decrease disparities for vulnerable communities (defined below*) specifically in the areas of lung cancer screening, diagnosis/biomarker testing, or inclusion in clinical research.

** Low SES white, rural, aged, racial and ethnic minority populations, immigrants, differently-abled populations, LGBTQIA, veteran populations*

Examples may include (but are not limited to):

- Multi-stakeholder approach that supports clinical research program access and inclusion that reaches rural and isolated communities, including broadband access and telehealth and community based organization engagement
- Enhancing the delivery of lung cancer screening and smoking cessation to vulnerable populations, as defined above
- Approach that results in an uptake of comprehensive biomarker testing in vulnerable populations, as defined above with late-stage NSCLC
- Model a program that demonstrates efficacy in lung cancer screening and reinforces the process of care in Black men who are at risk of lung cancer because of smoking habits (e.g., menthol cigarettes, low frequency smokers)

Award eligibility

If an applicant does not currently meet an eligibility requirement, but either will meet it soon or has special circumstances that prevent it from being met, the applicant must let us know at the time



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the LOI is submitted. A page with the information should be attached to the back of the biosketch.

Education and Experience: At the beginning of the grant term, an applicant (who must be the principal investigator for the proposed research) must hold a doctoral degree and be within the first five years of their faculty appointment at the time of application. The application must convey the commitment of the institution to the applicant and the proposed research activities.

Citizenship: At the time of submission of the LOI, an applicant must be a United States citizen or a foreign national holding one of the following visa immigration statuses: permanent resident (Green Card), exchange visitor (J-1), temporary worker in a specialty occupation (H-1, H-1B), Canadian or Mexican citizen engaging in professional activities (TC or TN), or temporary worker with extraordinary abilities in the sciences (O-1). A non-citizen must submit a notarized copy of proof of possession of a Green Card or J-1, H-1, H-1B, TC, TN or O-1 visas.

Employer: At the time of submission of the LOI and throughout the duration of the award term, an applicant/awardee must be employed by a U.S. institution.

Award information

Award Structure and Allocation: LUNGEvity Health Equity for Communities Research Awards may be for a maximum of \$125,000 per year for two (2) years for a total maximum of \$250,000. Funding may be used for:

- Salaries/fringe benefits for PI and other key personnel: no maximum percentage
- Supplies, equipment (not to exceed \$500/item), testing, honoraria for patients or community leaders: maximum of 25%
- Indirect costs: maximum of 10%.

Duration: LUNGEvity Health Equity for Communities Research Awards are subject to annual review and may be granted for up to two years. The second year of support is based on demonstrating satisfactory progress in year one.

Factors considered in evaluating applications:

Some of the factors considered when reviewing applications include:

- Candidate potential to further progress in lung cancer research
- Mentoring and career plans (A letter of support from an established mentor is required.)
- Full application includes all 11 components as outlined on page 8
- Scientific merit, innovation, and feasibility of the research plan and its relevance to the mission of LUNGEvity Foundation
- Research plan includes an interdisciplinary approach
- Research plan includes application of CBPR principles
- Relevance and impact of the project to reduce disparities and promote equity in proposed geography or specific vulnerable population
- Proposed plan to capture vulnerable population insights and community stakeholder insights to define the gap/challenge
- Sustainability and impact of project to improve health behaviors and health outcomes in vulnerable population(s)
- Research environment support
- Appropriateness of the requested budget and timeline to complete the proposed research project.



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OTHER TERMS AND CONDITIONS

Following are other terms and conditions that apply to the LUNGeVity Health Equity for Communities Research Awards. A more detailed set of terms and conditions will be included in the agreement document for funded projects.

Authorized Award Holders

LUNGeVity grants research awards only to individuals; awards are not made to institutions. No award may be held by or transferred to another individual.

Award Payment Schedule

LUNGeVity will issue the first-year award payment no earlier than November 2021, following receipt of the fully executed agreement documents. LUNGeVity will issue the second-year payment following award renewal, which is based on satisfactory progress in year one and adherence to eligibility criteria..

Carryover of Funding

Carryover of funding into the next year requires prior approval by LUNGeVity. All requests must be in writing and received by LUNGeVity 60 days prior to the end of that funding year. When making the request, the awardee must indicate the amount and from what budget-line and to what budget-line the carryover monies are being applied. In the case of supplies or equipment, all items must be itemized.

Change in Budget

Requests for a change in budget that is 10% or more for a budget line requires prior approval by LUNGeVity. All requests must be in writing and received by LUNGeVity at least 60 days prior to the end of the current funding year. When requesting a change in budget, the awardee must indicate the amount and from what budget-line and to what budget-line the monies are being transferred. In the case of supplies or equipment, all items must be itemized.

Change of Institution

Transfer of a LUNGeVity award from one institution to another because of the relocation of the awardee requires prior approval by LUNGeVity. All requests must be in writing and made as soon as the awardee officially knows of the relocation. A grant may not be transferred to a laboratory, clinic, hospital, or other research institution that is not affiliated with a tax-exempt not-for-profit institution. All unexpended funds must be returned to LUNGeVity within 45 days of transfer approval. A grant agreement must then be executed by the new institution. After LUNGeVity receives the unexpended funds from the original institution and the grant agreement has been executed with the new institution, the funds will be reissued to the new institution.

Equal Employment Opportunity

LUNGeVity awards will be made to individuals working in institutions identified as Equal Opportunity Employers.

Financial Reports

An interim financial report is required at the same time as the interim progress report. In addition, at the conclusion of the award period, LUNGeVity requires a complete financial disbursement report covering the entire award period. The financial report must reflect the award expenditures as approved by LUNGeVity. All unused funds must be returned to LUNGeVity. In addition, any funds used for unauthorized expenditures or unexpended funds must be returned to LUNGeVity.

Human Subjects



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Whenever human subjects are a part of a LUNGEvity-funded research project, the following documents must be received before any award monies are released:

- A copy of the Institutional Review Board (IRB) approval and approved patient consent forms. LUNGEvity encourages applicants to submit their projects to the appropriate human subjects Institutional Review Board at the time of application.
- If the proposed research project involves human subjects, the population sampled shall be inclusive of the general population of relevance to the scientific question posed, without restriction in regard to gender, race, age, and socioeconomic and health insurance status. Proposals that intentionally restrict the population sampled must include a compelling scientific rationale for such design.

IRB approval and approved patient consent forms must be provided to LUNGEvity before award funds will be disbursed.

Malpractice Liability

LUNGEvity will not assume responsibility for, and the institution will indemnify and hold LUNGEvity harmless from, any lawsuit, claim, judgment, damages, awards, or malpractice arising from research or investigations related to an award.

No-cost Extension

A no-cost award extension requires prior approval by LUNGEvity. All requests must be in writing and received by LUNGEvity at least 90 days prior to the award's official termination date. When making the request, the awardee must provide a detailed rationale for the extension, project expenses to date, and a detailed revised budget. Awardees may request a no-cost extension only once per award. Approval of the no-cost extension is not automatic and will only be granted in exceptional circumstances.

Other Funding

LUNGEvity research funds will not be awarded to duplicate any work that is being supported by other funding agencies.

Presentation Posters

Posters prepared for the LUNGEvity science meeting are the responsibility of the awardee to print out. The cost of printing comes from the funds awarded.

Progress Reports and Renewal of Funding

An interim written progress report (as well as presentations at the annual LUNGEvity Health Equity Council meeting) is required along with the interim financial report. The interim progress report is the basis for the decision to award the second year of funding. A final progress report is also required at the conclusion of the project.

Project Support Expenditures

No award shall be used for the purchase of furniture or computers, repair or service contracts, institutional equipment, the construction or renovation of facilities, or membership dues, tuition for either the awardee or other project personnel, the purchase of textbooks or periodicals, or payment for secretarial support.

Public Access Policy

LUNGEVITY established a public access policy in 2012 that requires all journal articles resulting from all or partial LUNGEVITY funding to be made freely available in PubMed Central (PMC)



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within 12 months of publication. It is the responsibility of the awardee to ensure that journal articles are deposited into PMC. LUNGEVITY has adopted the procedures established by the Health Research Alliance (HRA) which has partnered with the National Library of Medicine (NLM) to enable HRA member-funded awardees to deposit their publications into PMC with an embargo no longer than 12 months. LUNGEVITY will provide a user guide.

Publication Expenditures

The maximum amount of funds expendable for publication costs is \$1,000 per year. All publication costs must directly relate to the LUNGEvity project.

Publications

All publications and/or presentations at scientific conferences and meetings based on research conducted from this award must include a citation of LUNGEvity as a supporting entity as follows: "This study was supported by a grant from LUNGEvity Foundation." Reprints of abstracts, manuscripts, or other articles that reflect research done after award acceptance must be submitted to LUNGEvity.

Tobacco-Funded Research

LUNGEvity will not provide research or other funding to investigators who have received direct funding or funding from agencies of the tobacco industry.

Travel Expenditures

The maximum funds expendable for awardee travel are \$1,000 per year. Travel to LUNGEvity meetings is paid directly by the Foundation and is not included in the allowable \$1,000.



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APPLICATION INSTRUCTIONS AND TIMELINE

Templates and detailed instructions for required information/materials can be found at <https://proposalcentral.com>. Be sure to read those instructions in case any instructions were changed, added, or deleted after this RFA was issued.

Letter of Intent (LOI)

The letter of intent must include:

- A narrative with these components:
 - **Rationale** for the project
 - Planned **specific aims** (may be modified slightly in the full application)
 - Brief statement of the **overall research approach**
 - Brief statement of **career and mentoring plan**
 - A few pertinent **references**

The narrative should be typed in Arial 11-point type, single-spaced, with .5" margins. Identifying information, per the template, must be included at the top of each page. The narrative should not exceed a total of **three pages**, including the references. **Your LOI will not be considered if these instructions are not followed.**

- An NIH **biosketch** (OMB No. 0925-0001 and 0925-0002) of the applicant only. Double-check that the information included is current and thorough. **We will not be contacting you to clarify any information.**

- If a non-citizen, **proof of visa immigration status**, as described on page 3 under "Award Eligibility." Attach this to the end of the biosketch.

No budget information or other supporting materials should be included.

Templates and detailed instructions can be found at <https://proposalcentral.com>.

Applicants are required to electronically submit the LOI by **Friday, June 4, 2021 (11:59pm EST)**, via proposalCENTRAL. Extensions will not be given. Once an LOI has been submitted electronically via proposalCENTRAL, it cannot be changed. proposalCENTRAL will be open to submit letters of intent beginning on **Wednesday, May 5, 2021**.

A sponsoring-institution signature is not required.

Applicants will be notified by email no earlier than **Wednesday, July 14, 2021**, whether they may proceed with the full application.

FEEDBACK WILL NOT BE PROVIDED FOR THE LOIs. LUNGEvity will provide results of the peer review process upon request for full applications only.



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Full Application

Only invited applicants may prepare and submit a full application. Instructions for how to proceed will accompany the invitation.

Among other materials, the full application must include:

- A narrative to include these eleven components:
 - **Lay Abstract:** Version that would be appropriate for patients and caregivers to be posted on LUNGEvity foundation's website
 - **Technical Abstract:** Version that would be appropriate for a reviewer of a peer-review journal
 - **Background:** Present the ideas and reasoning behind the proposed research, to include relevant literature citations. Describe previous experience most pertinent to this application
 - **Hypothesis or Objective:** State the hypothesis to be tested or the research question
 - **Relevance:** Discuss how the proposed research has potential to fill a gap in knowledge; be useful to others and how you intend to involve research participants
 - **Population Description:** Describe the vulnerable population to be targeted or researched and the disparity being addressed
 - **Specific Aims:** Concisely explain the project's specific aims
 - **Research Strategy:** Describe the research design, methods, and analyses, and tools in sufficient detail for analysis. Address potential problem areas and present alternative methods and approaches
 - **Sustainability and Impact:** Explain expected research project impact and the plan for sustainability after 2 years if appropriate/needed
 - **Career and Mentoring Plan:** Describe your career and mentoring plan in some detail
 - **References**

The narrative should be typed in **Arial 11-point type**, single-spaced, with .5" margins. Clarity and brevity are highly desirable qualities in a full application. The narrative should not exceed a total of **six pages**, including the references.

- NIH **biosketches** (OMB No. 0925-0001 and 0925-0002) of the applicant and key personnel, including the primary mentor and any other mentors. ***The mentor(s) should include a list of previous mentees and the mentees' current institutions.***
- **Budget information** by year, along with a justification
- Do **not** include reprints of your previous publications.



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- Include **letter(s) of reference** from the mentor(s),

Applicants are required to electronically submit the full application by **Friday, August 20, 2021 (11:59pm EST)**, via proposalCENTRAL: <https://proposalcentral.com>. Extensions will not be given. Once a full application has been submitted electronically, it cannot be changed.

Applicants will be notified by email in **Fall 2021** whether they will receive an award.

LUNGEvity will provide results of the peer review process upon request for full applications at that time.

Awardees will receive a formal agreement document at the time of or soon after award notification. This must be signed by both the awardee and an authorized representative of the sponsoring institution and then returned before any funds will be released. Funds will be released no earlier than the **November 1, 2021, start date of the grant term.**

APPLICATION ASSISTANCE

For answers to questions regarding programs, eligibility, policies, terms and conditions, or instructions for the letter of intent or full application, please contact:

Jeanne Regnante
Chief Health Equity and Officer
jregnante@lungevity.org

For help with the proposalCENTRAL electronic application process, please contact:
Help Desk at proposalCENTRAL
pcsupport@altum.com
1-800-875-2562