

Program Announcement

Defense Health Program

Department of Defense

Congressionally Directed Medical Research Programs

Ovarian Cancer Research Program

Teal Innovator Award

Funding Opportunity Number: W81XWH-12-OCRP-TIA

Catalog of Federal Domestic Assistance Number: 12.420

SUBMISSION AND REVIEW DATES AND TIMES

- **Pre-Application Submission Deadline:** 5:00 p.m. Eastern time (ET), April 17, 2012
- **Invitation to Submit an Application:** May 2012
- **Application Submission Deadline:** 11:59 p.m. ET, July 18, 2012
- **Peer Review:** September 2012
- **Programmatic Review, Stage 1:** October 2012
- **Invitation for Oral Presentation:** October 2012
- **Programmatic Review, Stage 2:** November 2012

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I. FUNDING OPPORTUNITY DESCRIPTION

A. Program Description

Applications for the Ovarian Cancer Research Program (OCRP) are being solicited by the Assistant Secretary of Defense for Health Affairs, Defense Health Program. Appropriations from the OCRP from FY97 through FY11 totaled \$180.45 million (M). The FY12 appropriation is \$16M. The overall goal of the FY12 OCRP is to eliminate ovarian cancer by supporting innovative, high-impact research.

B. Award Information

The OCRP Teal Innovator Award supports a *visionary individual* from any field principally outside of, but not exclusive of, ovarian cancer to focus his/her creativity, innovation, and leadership on ovarian cancer research. The Teal Innovator Award will provide the Principal Investigator (PI) with the funding and freedom to pursue his/her most novel, visionary, high-risk ideas that could significantly impact the field of ovarian cancer research or patient care. The proposed Teal Innovator must be highly recognized in his/her field and present evidence of this recognition. Examples include, but are not limited to, recognition at the level of endowed chair, membership in the National Academy of Sciences, National Academy of Engineering, Institute of Medicine, Chairmanship of American Association of Cancer Research, or other national or international recognition.

Since the intent of the Teal Innovator Award mechanism is to foster paradigm-shifting ideas in ovarian cancer research, the central feature of the award is the novel contribution that the PI will bring to the field and to the goal of eliminating ovarian cancer. As such, the PI is required to address his/her area(s) of focus and how he/she will use this award to apply his/her most creative vision to ovarian cancer research. The primary criteria for funding this award will be the PI's past record of creativity, the PI's promise for continued innovative thinking, and an indication of how this award will create paradigm-shifting ideas that will accelerate progress toward the elimination of ovarian cancer. In addition, the Teal Innovator must have demonstrated success in leading a research team and show that he/she is committed to investigating paradigm-shifting ideas in ovarian cancer.

Experience in ovarian cancer research is not required; however, the Teal Innovator Award must focus on ovarian cancer, and the PI must commit at least 25% of his/her full-time professional effort during this award to ovarian cancer research. The Teal Innovator Award recipient is required to do the following:

- Commit all funds from this award to ovarian cancer research.
- Articulate his/her percent commitment to this award.
- Articulate his/her percent commitment to ovarian cancer research (at least 25% of his/her effort).
- Demonstrate the passion and commitment of members of his/her research team to working on ovarian cancer research and significantly impacting the detection, diagnosis, prevention, treatment, and/or control of ovarian cancer.

- Mentor a designated junior scientist from his/her research team as an ovarian cancer researcher.
- Serve as an OCRP ambassador for the elimination of the disease. For example, participate in an ovarian cancer advocacy group and the ovarian cancer survivor and research communities; present at an ovarian cancer advocacy conference; present at a future OCRP's Ovarian Cancer Academy conference.

The Congressionally Directed Medical Research Programs (CDMRP) intends that data and research resources generated by CDMRP-funded research activities be made available to the research community (which includes both scientific and consumer advocacy communities) and to the public at large. For additional guidance, refer to the General Application Instructions, Appendix 4, Section K.

C. Eligibility Information

- The PI must be at or above the level of Professor (or equivalent) and be highly recognized in his/her field. Examples include, but are not limited to, recognition at the level of endowed chair; membership in the National Academy of Sciences, National Academy of Engineering, or Institute of Medicine; Chairmanship of American Association of Cancer Research; or other national or international recognition.
- Cost sharing/matching is not an eligibility requirement.
- Refer to the General Application Instructions, Appendix 1, for general eligibility information.

D. Funding

- The maximum period of performance is **5** years.
- The maximum allowable direct costs for the entire period of performance are **\$2.5M** plus indirect costs.
- All direct and indirect costs of any subaward (subgrant or subcontract) must be included in the total direct costs of the primary award.
- The applicant may request the entire maximum funding amount for a project that may have a period of performance less than the maximum **5** years.
- Regardless of the period of performance proposed, the applicant may not exceed the maximum allowable direct costs. Indirect costs shall be proposed in accordance with the organization's negotiated rate agreement.

Refer to the General Application Instructions, Section II.C., for budget regulations and instructions for the Research & Related Budget. In addition, for this award mechanism, direct costs:

May be requested for (not all-inclusive):

- Salary
- Research supplies
- Research-related subject costs

- Training
- Workshops
- Support for collaborations
- Travel between collaborating organizations
- Travel costs of up to \$3,600 per year to attend scientific/technical meetings for the PI and designated junior scientist
- Travel costs for attendance at the 3-day Ovarian Cancer Academy meeting along with the recipients of the Ovarian Cancer Academy and the Academy Dean Awards, and OCRP staff during Year 2 of this award

The CDMRP expects to allot approximately \$3.5M of the \$16M FY12 appropriation to fund approximately one Teal Innovator Award application, depending on the quality and number of applications received. Funding of applications received in response to this Program Announcement/Funding Opportunity is contingent upon the availability of Federal funds for this program.

II. SUBMISSION INFORMATION

Submission is a multi-step process requiring both (1) pre-application submission through the CDMRP eReceipt System (<https://cdmrp.org/>) and (2) application submission through Grants.gov (<http://www.grants.gov/>).

Submission of the same research project to different funding opportunities within the same program and fiscal year is prohibited. The Government will reject duplicative applications.

A. Where to Obtain the Application Package

To obtain the complete application package, including all required forms, perform a Grants.gov (<http://www.grants.gov/>) basic search using the Funding Opportunity Number: W81XWH-12-OCRP-TIA.

B. Pre-Application Submission Content and Form

All pre-application components must be submitted by the PI through the CDMRP eReceipt System (<https://cdmrp.org/>). Because the invitation to submit an application is based on the contents of the pre-application, investigators should not change the title or research objectives after the pre-application is submitted.

PIs and organizations identified in the application should be the same as those identified in the pre-application. If any changes are necessary after submission of the pre-application, the PI must contact the CDMRP Help Desk at help@cdmrp.org or 1-301-682-5507.

The pre-application consists of the following components, which are organized in the CDMRP eReceipt System by separate tabs (refer to the General Application Instructions, Section II.B., for additional information on pre-application submission):

- **Application Information – Tab 1**
- **Application Contacts – Tab 2**
- **Collaborators and Conflicts of Interest (COI) – Tab 3**

FY12 OCRP Integration Panel (IP) members should not be involved in any pre-application or application. For questions related to IP members and pre-applications or applications, refer to Section IV.C., Withdrawal, or contact the CDMRP Help Desk help@cdmrp.org or 1-301-682-5507.

- **Required Files – Tab 4**

Preproposal Narrative (two-page limit): The Preproposal Narrative page limit applies to text and any figures, tables, graphs, photographs, diagrams, chemical structures, pictures, pictorials, and cartoons.

The Preproposal Narrative should describe why the PI is qualified for the OCRP Teal Innovator Award. The Preproposal Narrative is the PI's personal statement, and should include the following:

- Who the PI is and what qualifies him/her for this award. Provide examples of breakthrough thinking and leadership skills that demonstrate the PI's abilities as an innovator.
- Evidence of the PI's capacity and promise for continued original and innovative thinking.
- Evidence of the PI's leadership and recognition at the level of endowed chair; membership in the Institute of Electrical and Electronics Engineers, National Academy of Sciences, National Academy of Engineering, or Institute of Medicine; Chairmanship of American Association of Cancer Research; or other national or international recognition in his/her field.
- Explain why the PI wants to study ovarian cancer, and describe the passion and the commitment of the PI and his/her research team to ovarian cancer research.
- Identify the designated junior scientist that the PI will mentor as a future ovarian cancer researcher and provide supporting details for this choice.
- Provide examples of how the PI and his/her research team will serve as OCRP ambassadors in the ovarian cancer survivor and research communities.

Proposed Innovative Research Ideas (one-page limit):

- Provide examples of specific innovative ideas that the PI envisions pursuing under the auspices of this award.
- Explain why/how the PI's ideas challenge current assumptions and will have a significant impact in ovarian cancer research or patient care.
- Describe how the ideas will have a revolutionary impact on an area of paramount importance in ovarian cancer.

Pre-Application Supporting Documentation: The items to be included as supporting documentation for the pre-application are limited to:

- References Cited (one-page limit)
- Key Personnel Biographical Sketches (four-page limit per individual)

List of Individuals Providing Confidential Letters of Recommendation: Enter into the appropriate data fields the names, position titles, email addresses, and phone numbers for three individuals who will provide letters of recommendation. Letters of recommendation are only required for invited applications and are due by **5:00 p.m. ET on the application deadline**. If the PI is invited to submit an application, each individual will receive an email generated from the CDMRP eReceipt System containing specific instructions on how to upload his/her letter.

- **Submit Pre-Application – Tab 5**

This tab must be completed for the pre-application to be accepted and processed by the CDMRP.

- **Other Documents Tab**

No additional documents are required.

Pre-Application Screening

- **Pre-Application Screening Criteria**

To determine the technical merits of the pre-application and the relevance to the mission of the Department of Defense (DoD) and the OCRP, pre-applications will be screened based on the following criteria:

- The PI's unique qualifications demonstrating elite recognition in his/her field.
- The PI's qualifications that demonstrate breakthrough thinking and leadership skills, creativity in past work and promise for continued original, innovative thinking, and the potential for advancing paradigm-shifting ideas that will impact ovarian cancer.
- The examples of specific innovative ideas that he/she envisions pursuing under the auspices of this award, and how the ideas will have a revolutionary impact on an area of paramount importance in ovarian cancer.
- The PI's and his/her research team's passion and commitment to ovarian cancer research and the DoD OCRP.

- **Notification of Pre-Application Screening Results**

Following the pre-application screening, PIs will be notified as to whether or not they are invited to submit applications; however, they will not receive feedback (e.g., a critique of strengths and weaknesses) on their pre-application.

Pre-application notification dates are indicated on the [title page](#) of this Program Announcement/Funding Opportunity.

C. Application Submission Content and Form

Applications will not be accepted unless the PI has received notification of invitation.

Each application submission must include the completed application package of forms and attachments provided in Grants.gov for this Program Announcement/Funding Opportunity. The application package is submitted by the Authorized Organizational Representative through the Grants.gov portal (<http://www.grants.gov/>). For the Teal Innovator Award, additional application components (Letters of Recommendation) are also required and should be submitted as directed below.

Grants.gov application package components: For the Teal Innovator Award, the Grants.gov application package includes the following components (refer to the General Application Instructions, Section II.C., for additional information on application submission):

1. **SF 424 (R&R) Application for Federal Assistance Form:** Refer to the General Application Instructions, Section II.C., for detailed information.

2. Attachments Form

All page limits apply to text and any figures, tables, graphs, photographs, diagrams, chemical structures, pictures, pictorials, and cartoons.

- **Attachment 1: Innovator Profile and Commitment (four-page limit):** Upload as “ProfileCommitment.pdf.”

The content should clearly state *why the PI should be selected for this unique award* and should address the following topics specifically from his/her perspective:

- **Current Status of Ovarian Cancer Research:** Describe the PI’s views of the major problems or barriers in ovarian cancer that must be solved to accelerate progress and hasten the elimination of ovarian cancer.
- **Commitment:** Explain why the PI wants to study ovarian cancer. Describe the research team that will be devoted to this research effort (the PI must commit at least 25% effort to ovarian cancer research during the award period). Describe the PI’s and his/her research team’s passion and commitment to ovarian cancer research. Explain specifically and include a plan as to how the PI, as an innovator and leader, will mentor a designated junior scientist from his/her team in ovarian cancer research. Provide specific examples and a plan for how the PI and the research team will serve as ambassadors for the OCRP and interact with the ovarian cancer survivor and research communities.
- **Qualifications for This Award:** Explain why the PI is qualified to receive this award. Describe the PI’s leadership and national or international recognition in his/her field. Give some examples of breakthrough thinking, leadership skills, and achievements that demonstrate the PI’s abilities as an innovator. Describe how the PI’s achievements reflect his/her capabilities as an innovator.

- **Attachment 2: Proposed Innovative Research Ideas (two-page limit):** Upload as “ResearchIdeas.pdf.”
 - **Vision of the Future:** Describe what the PI foresees as the critical approaches that will most likely produce breakthrough thinking and discoveries to ultimately solve the major problems or barriers in ovarian cancer that were defined in the PI’s Innovator Profile and Commitment.
 - **Research Ideas:** Summarize some key examples of specific innovative ideas that the PI envisions pursuing under the auspices of this award. Explain why/how these ideas may be paradigm-shifting or challenge current assumptions and have a significant impact on ovarian cancer. This should not be a summary of research methodology.
- **Attachment 3: Supporting Documentation.** Start each document on a new page. Combine and upload as a single file named “Support.pdf.” If documents are scanned to pdf, the lowest resolution (100 to 150 dpi) should be used. ***There are no page limits for any component unless otherwise noted. Include only those components described below; inclusion of items not requested may result in administrative rejection of the application.***
 - **References Cited:** List the references cited (including URLs if available) in the Innovator Profile and/or Commitment and the Proposed Innovative Research Ideas using a standard reference format that includes the full citation (i.e., author[s], year published, title of reference, source of reference, volume, chapter, page numbers, and publisher, as appropriate).
 - **List of Abbreviations, Acronyms, and Symbols:** Provide a list of abbreviations, acronyms, and symbols.
 - **Facilities, Existing Equipment, and Other Resources:** Describe the facilities and equipment available for performance of the proposed project and any additional facilities or equipment proposed for acquisition at no cost to the award. Indicate if Government-owned facilities or equipment are proposed for use. Reference should be made to the original or present award under which the facilities or equipment items are now accountable. There is no form for this information.
 - **Publications and/or Patent Abstracts (five-document limit):** Include relevant publication URLs and/or patent abstracts. If publications are not publicly available, then a copy/copies of the published manuscript(s) must be included. Extra items will be removed and not be reviewed.
 - **Letters of Organizational Support (no page limit per letter):** Provide a letter (or letters, if applicable), signed by the Department Chair or appropriate organization official, reflecting the laboratory space, equipment, and other resources available for the project.
 - **Letters of Collaboration (no page limit per letter):** Provide a signed letter from each collaborating individual or organization that will demonstrate that the PI has the support or resources necessary for the proposed work.
 - **Intellectual and Material Property Plan (if applicable):** Provide a plan for resolving intellectual and material property issues among participating organizations.

- **Attachment 4: Technical Abstract (one-page limit):** Upload as “TechAbs.pdf.”
Not required at this time. Leave Attachment 4 space blank. If recommended for funding, a Technical Abstract will be requested during grant pre-negotiations.
 - **Attachment 5: Lay Abstract (one-page limit):** Upload as “LayAbs.pdf.”
Not required at this time. Leave Attachment 5 space blank. If recommended for funding, a Lay Abstract will be requested during grant pre-negotiations.
 - **Attachment 6: Statement of Work (SOW) (three-page limit):** Upload as “SOW.pdf.” Refer to the General Application Instructions, Section II.C., for detailed information.
Not required at this time. Leave Attachment 6 space blank. If recommended for funding, an SOW will be requested during grant pre-negotiations
- 3. Research & Related Senior/Key Person Profile (Expanded):** Refer to the General Application Instructions, Section II.C., for detailed information.
- PI Biographical Sketch (four-page limit): Upload as “Biosketch_LastName.pdf.”
 - PI Current/Pending Support (no page limit): Upload as “Support_LastName.pdf.”
 - Key Personnel Biographical Sketches (four-page limit each): Upload as “Biosketch_LastName.pdf.”
 - Include Designated Junior Scientist’s Biographical Sketch (four-page limit each): Upload as “Biosketch_LastName.pdf.”
 - Key Personnel Current/Pending Support (no page limit): Upload as “Support_LastName.pdf.”
- 4. Research & Related Budget:** Refer to the General Application Instructions, Section II.C., for detailed information.
- Budget Justification (no page limit): Upload as “BudgetJustification.pdf.”
- 5. Project/Performance Site Location(s) Form:** Refer to the General Application Instructions, Section II.C., for detailed information.
- 6. R & R Subaward Budget Attachment(s) Form (if applicable):** Refer to the General Application Instructions, Section II.C., for detailed information.

Additional Application Components: In addition to the completed Grants.gov application package of forms and attachments, Teal Innovator Award applications also require the following components:

- 1. Confidential Letters of Recommendation (two-page limit per letter):** Three confidential letters of recommendation must be submitted by the individuals designated during the pre-application process. All letters must be submitted electronically through the CDMRP eReceipt System by **5:00 p.m. ET on the application deadline**. The PI should monitor whether the letters have been received; however, the PI is not able to view these letters. If confidential letters of recommendation cannot be submitted by the individuals

named in the pre-application, the PI should contact the CDMRP Help Desk at help@cdmrp.org or 1-301-682-5507.

Each letter should describe the PI's unique qualifications and accomplishments. Specifically, each letter should offer the writer's perspective on the PI's:

- Creative and original accomplishments,
- Recognition in his/her field,
- Visionary and leadership qualities,
- Likelihood of innovation and productivity in ovarian cancer research, and
- Passion and commitment to the ovarian cancer survivor and research communities and the DoD OCRP.

2. Oral Presentation: Some of the PIs who are invited to submit an application will also be required to give an oral presentation that will be held in conjunction with the Programmatic Review Stage 2 (see Programmatic Review, Section III.B.2) in the Baltimore/Washington, DC area on or about November 27, 2012. In the event a PI is invited to the Programmatic Review, Stage 2 (see Programmatic Review, Section III.B.2), but is unable to attend, CDMRP Staff and the Grants Officer will advise the applicant on a case-by-case basis.

Each presentation will include a 10-minute talk by the PI, followed by a 20-minute question and answer session with IP members. The following questions will be the topics for discussion during the PI's talk and the question and answer session. PIs who are selected should prepare a presentation consisting of no more than five slides that specifically address:

- What conceptual or intellectual barriers do you consider the most urgent to overcome in order to advance the field of ovarian cancer or to impact ovarian cancer patient care?
- How will your vision for eliminating ovarian cancer challenge current assumptions and look beyond tradition and convention?
- Without addressing any specifics of the project, how do you envision your research as revolutionary and contributing to the next leap forward in our understanding of and eliminating ovarian cancer?
- How will you use your leadership skills to form partnerships and collaborations, to mentor a designated junior scientist, and to serve as an ambassador for the OCRP in the ovarian cancer survivor and research communities that will make a significant impact on ovarian cancer?
- What are the proposed deliverables and milestones associated with your role as a Teal Innovator?

D. Submission Dates and Times

All submission dates and times are indicated on the [title page](#) of this Program Announcement/Funding Opportunity. Pre-application and application submissions are required. Failure to meet any one of the deadlines will result in application rejection.

E. Other Submission Requirements

Refer to the General Application Instructions, Appendix 2, for detailed formatting guidelines.

All applications must be submitted through Grants.gov. Organizations are required to provide a Data Universal Number System (DUNS) number and register with the Central Contractor Registry (CCR) to submit applications through the Grants.gov portal. Refer to the General Application Instructions, Appendix 3, for information on Grants.gov requirements.

III. APPLICATION REVIEW INFORMATION

A. Application Review and Selection Process

All applications are evaluated by scientists, clinicians, and consumer advocates using a two-tier review process. The first tier is a peer review of applications against established criteria for determining technical merit. The second tier is a programmatic review that compares applications to each other and makes recommendations for funding to the Commanding General, U.S. Army Medical Research and Materiel Command (USAMRMC), based on technical merit, the relevance to the mission of the DoD and OCRP and the specific intent of the award mechanism. The highest-scoring applications from the first tier of review are not automatically recommended for funding. Additional information about the two-tier review process used by the CDMRP can be found at <http://cdmrp.army.mil/about/fundingprocess.shtml>.

All CDMRP review processes are conducted confidentially to maintain the integrity of the merit-based selection process. Each level of review requires panelists to sign a non-disclosure statement attesting that application and evaluation information will not be disclosed outside the panel. Violations of the non-disclosure statement can result in the dissolving of a panel(s) and other corrective actions. Organizational personnel and PIs are prohibited from contacting persons involved in the review process to gain protected evaluation information or to influence the evaluation process. Violations of these prohibitions will result in the administrative withdrawal of the organization's application. Violations by panelists or PIs that compromise the confidentiality of the review process may also result in suspension or debarment of their employing organizations from Federal awards. Furthermore, the unauthorized disclosure of confidential information of one party to another third party is a crime in accordance with Title 18 United States Code 1905.

B. Application Review Criteria

- 1. Peer Review:** To determine technical merit, all applications will be evaluated according to the following scored criteria, which are of equal importance:
 - **Principal Investigator**
 - How the PI's record of accomplishment demonstrates outstanding ability as an independent and visionary scholar and investigator, and as a highly recognized leader in his/her field.
 - How the research team's background and expertise are appropriate.

- How the application reflects the PI's creativity and innovative thinking, and supports the likelihood that the PI could have a significant impact on ovarian cancer.
- How the PI's commitment to this award is sufficient.
- How the PI describes his/her commitment of at least 25% effort to ovarian cancer research and the commitment of his/her research team to ovarian cancer research during the award period.
- How the PI will mentor a designated junior scientist from his/her research team in ovarian cancer.
- How the plan describing how the PI and the research team will serve as ambassadors for the OCRP and interact with the ovarian cancer survivor and research communities demonstrates both passion and commitment to ovarian cancer.
- **Vision and Innovative Research Ideas**
 - How the PI's vision of the critical approaches reflects breakthrough thinking and may result in discoveries that ultimately solve the major problems or barriers in ovarian cancer.
 - How the PI's ideas reflect original and innovative thinking.
 - How the PI's research goals and vision suggest innovative, creative thinking that is not hindered by either tradition or convention.
 - How the PI communicates a clear vision of what he/she hopes to accomplish during the award period.
 - How the proposed research ideas are paradigm-shifting or challenge current assumptions and may have an impact on ovarian cancer research and patient care.

In addition, the following unscored criteria will also contribute to the overall evaluation of the application:

- **Budget**
 - Whether the budget is appropriate for the proposed research and within the limitations of this Program Announcement/Funding Opportunity.
- **Application Presentation**
 - To what extent the writing, clarity, and presentation of the application components influenced the review.

2. **Programmatic Review:** To determine the application's relevance to the mission of the DoD and OCRP, as well as to make funding recommendations, the following criteria are used by programmatic reviewers:

Stage 1: During the first stage of programmatic review, applications will be selected for the second stage using the following criteria:

- Ratings and evaluations of the peer reviewers
- Programmatic relevance
- Relative innovation
- Relative impact on ovarian cancer
- Adherence to the intent of the award mechanism

Stage 2: During the second stage of programmatic review, the following criteria will be used:

- Understanding the major issues or barriers in ovarian cancer
- Articulation of a revolutionary vision with a high potential for impact on ovarian cancer
- Leadership capabilities to form collaborations and partnerships and to mentor junior scientists that will significantly impact ovarian cancer
- Articulation of commitment and passion to eliminating ovarian cancer
- Leadership skills to instill passion and commitment in the research team and to serve as an ambassador for ovarian cancer in the ovarian cancer survivor and research communities

C. Recipient Qualification

Refer to the General Application Instructions, Appendix 1, for additional information on organization and Government agency requirements.

D. Application Review Dates

All application review dates and times are indicated on the [title page](#) of this Program Announcement/Funding Opportunity.

E. Notification of Application Review Results

Each PI and organization will receive notification of the funding recommendation. Each PI will receive a scientific peer review summary statement on the strengths and weaknesses of the application.

IV. ADMINISTRATIVE ACTIONS

After receipt of pre-applications from CDMRP eReceipt or applications from Grants.gov, the following administrative actions may occur:

A. Rejection

The following will result in administrative rejection of the pre-application:

- Preproposal Narrative is missing.

The following will result in administrative rejection of the application:

- Innovator Profile and Commitment exceeds page limit.
- Proposed Innovative Research Ideas exceeds page limit.
- Innovator Profile and Commitment is missing.
- Proposed Innovative Research Ideas is missing.
- Budget is missing.
- Submission of the same research project to different funding opportunities within the same program and fiscal year.
- Submission of an application for which a letter of invitation was not received.

B. Modification

- Pages exceeding the specified limits will be removed prior to review for all documents other than the Innovator Profile and Commitment and the Proposed Innovative Research Ideas.
- Documents not requested will be removed.
- Following the application deadline, the PI may be contacted by CDMRP via email with a request to provide certain missing supporting documents (excluding those listed in Section IV.A., Rejection). The missing documents must be provided by 5:00 p.m. ET on the second full business day following the date the email was sent. Otherwise, the application will be reviewed as submitted.

C. Withdrawal

The following may result in administrative withdrawal of the pre-application or application:

- A FY12 OCRP IP member is named as being involved in the research proposed or is found to have assisted in the pre-application or application processes including, but not limited to, concept design, application development, budget preparation, and the development of any supporting document. A list of the FY12 OCRP IP members can be found at <http://cdmrp.army.mil/ocrp/panels/panels12.shtml>.
- The application does not conform to this Program Announcement/Funding Opportunity description to an extent that precludes appropriate review.
- Direct costs as shown on the Research & Related Budget exceed the maximum allowed by this Program Announcement/Funding Opportunity.

- Inclusion of URLs, with the exception of links in References Cited and Publication and/or Patent Abstract sections.
- Page size is larger than 8.5 inches x 11.0 inches (approximately 21.59 cm x 27.94 cm).
- Inclusion of any employee of CDMRP review contractors in applications for funding without adequate plans to mitigate conflicts of interest. Refer to the General Application Instructions, Section II.B., for detailed information.
- The PI does not meet the eligibility criteria.

D. Withhold

Applications that appear to involve research misconduct will be administratively withheld from further consideration pending institutional investigation. The institution will be required to provide the findings of the investigation to the U.S. Army Medical Research Acquisition Activity (USAMRAA) Contracting/Grants Officer for a determination of the final disposition of the application.

V. AWARD ADMINISTRATION INFORMATION

A. Award Notice

Awards will be made no later than September 30, 2013. Refer to the General Application Instructions, Appendix 4, for additional award administration information.

B. Administrative and National Policy Requirements

Refer to the General Application Instructions, Appendix 4, Section D, for general information regarding administrative and national policy requirements.

C. Reporting

Refer to the General Application Instructions, Appendix 4, Section E, for general information on reporting requirements.

D. Award Transfers

Changes in PI are not allowed, except under extenuating circumstances that will be evaluated on a case-by-case basis and at the discretion of the Grants Officer.

Refer to the General Application Instructions, Appendix 4, Section F, for general information on organization or PI changes.

VI. AGENCY CONTACTS

A. CDMRP Help Desk

Questions related to Program Announcement/Funding Opportunity content or submission requirements as well as questions related to the submission of the pre-application through the CDMRP eReceipt System should be directed to the CDMRP Help Desk, which is available Monday through Friday from 8:00 a.m. to 5:00 p.m. ET. Response times may vary depending upon the volume of inquiries.

Phone: 1-301-682-5507

Email: help@cdmrp.org

B. Grants.gov Contact Center

Questions related to application submission through the Grants.gov portal should be directed to the Grants.gov Contact Center, which is available 24 hours a day, 7 days a week (closed on U.S. Federal holidays). Note that the CDMRP Help Desk is unable to provide technical assistance with Grants.gov submission.

Phone: 1-800-518-4726

Email: support@grants.gov

Sign up on Grants.gov for “send me change notification emails” by following the link on the Synopsis page for the Program Announcement/Funding Opportunity. If the application package is updated or changed, the original version of the application package may not be accepted by Grants.gov.

VII. APPLICATION SUBMISSION CHECKLIST

Grants.gov Application Components	Action	Completed
SF-424 (R&R) Application for Federal Assistance Form	Complete form as instructed.	
Attachments Form	Upload Innovator Profile and Commitment (ProfileCommitment.pdf) as Attachment 1.	
	Upload Proposed Innovative Research Ideas (ResearchIdeas.pdf) as Attachment 2.	
	Upload Supporting Documentation (Support.pdf) as Attachment 3.	
	The Technical Abstract is not required with submission. Leave Attachment 4 blank.	
	The Lay Abstract is not required with submission. Leave Attachment 5 blank.	
	The Statement of Work is not required with submission. Leave Attachment 6 blank.	
Research & Related Senior/Key Person Profile (Expanded)	Attach PI Biographical Sketch (Biosketch_LastName.pdf) to the appropriate field.	
	Attach PI Current & Pending Support (Support_LastName.pdf) to the appropriate field.	
	Attach Biographical Sketch (Biosketch_LastName.pdf) for each senior/key person to the appropriate field (including Designated Junior Scientist).	
	Attach Current & Pending Support (Support_LastName.pdf) for each senior/key person to the appropriate field.	
Research & Related Budget	Complete as instructed. Attach Budget Justification (BudgetJustification.pdf) to the appropriate field.	
Project/Performance Site Location(s) Form	Complete form as instructed.	
R & R Subaward Budget Attachment(s) Form	Complete form as instructed.	
Confidential Letters of Recommendation	Confirm upload to CDMRP eReceipt System.	