

# Program Announcement

Department of Defense Congressionally Directed Medical Research Programs

Peer Reviewed Cancer Research Program

Concept Award

Funding Opportunity Number: W81XWH-10-PRCRP-CA

## TABLE OF CONTENTS

<b>I.</b>	<b>Funding Opportunity Description.....</b>	<b>2</b>
A.	Program Description .....	2
B.	FY10 PRCRP Topic Areas .....	2
C.	Award Description .....	2
D.	Eligibility .....	5
E.	Funding .....	5
F.	Award Administration .....	6
<b>II.</b>	<b>Timeline For Submission and Review.....</b>	<b>6</b>
<b>III.</b>	<b>Submission Process .....</b>	<b>7</b>
A.	Step 1 – Pre-Application Components.....	7
B.	Step 2 – Application Components .....	7
<b>IV.</b>	<b>Information for Application Review .....</b>	<b>10</b>
A.	Application Review and Selection Overview .....	10
B.	Review Criteria .....	11
<b>V.</b>	<b>Administrative Actions.....</b>	<b>12</b>
<b>VI.</b>	<b>Contact Information .....</b>	<b>14</b>
<b>VII.</b>	<b>Application Submission Checklist .....</b>	<b>15</b>

## I. FUNDING OPPORTUNITY DESCRIPTION

### A. Program Description

The Peer Reviewed Cancer Research Program (PRCRP) was established in 2009 to provide support for cancer research not addressed by the breast cancer, prostate cancer, lung cancer, and ovarian cancer research programs executed and managed by the Office of the Congressionally Directed Medical Research Programs (CDMRP). Appropriations for the PRCRP for fiscal year 2009 (FY09) was \$16 million (M). The FY10 appropriation is \$15M.

The goal of the PRCRP is to improve quality of life by decreasing the impact of cancer on service members, their families, and the American public. The PRCRP fosters groundbreaking and collaborative research to accelerate progress in cancer prevention, detection, and therapeutic interventions.

### B. FY10 PRCRP Topic Areas

FY10 PRCRP funds appropriated by Congress are directed for research in the following areas:

- Melanoma and other skin cancers;
- Pediatric brain tumors;
- Genetic cancer research and genomic medicine;
- Kidney cancer;
- Blood cancers;
- Colorectal cancer;
- *Listeria* vaccine for cancer;
- Radiation protection utilizing nanotechnology.

***Applications must not propose breast, prostate, lung, or ovarian cancer research.***

### C. Award Description

The PRCRP Concept Award mechanism was first offered in FY09. Since then, 215 Concept Award applications have been received, and 12 have been recommended for funding.

The PRCRP Concept Award supports the exploration of a highly innovative new concept or untested theory addressing at least one of the FY10 PRCRP Topic Areas. ***No other Topic Areas will be allowed.*** The Concept Award supports high-risk studies that have the potential to reveal entirely new avenues for investigation. It is not intended to support a logical progression of an already established research project. ***Presentation of preliminary data is not allowed. However, a rationale for the work must be provided.*** Research completed through a Concept Award may generate the data needed to enable the Principal Investigator (PI) to apply for other funding opportunities requiring preliminary data.

*For FY10, the PRCRP Concept Award applicants are encouraged to respond to one or more of the Focus Areas within a FY10 PRCRP Topic Area.*

- **Melanoma and other skin cancers:** Analysis of the molecular and immunological pathways relevant to progression is sought to improve the approach to diagnosis and therapy of melanoma and other skin cancers. Applicants are encouraged to address one or more of the following Focus Areas:
  - The role of mutations in genes that drive melanoma progression (BRAF, c-KIT, and others) both in relation to the tumor cell and the immune response, and induction of durable remissions of advanced disease;
  - The basis of tumor-induced immunosuppression for more rational and effective interventions against primary tumor, regional, and/or distant sites;
  - Identification and validation of prognostic or predictive biomarkers of disease, including the role of inflammation at the primary, regional, and/or distant sites;
  - Studies upon precursor lesions and the role of atypical/dysplastic nevi in melanoma prevention.
- **Pediatric brain tumors:** To advance understanding and treatment biology of low grade gliomas, infant brain tumors, diffuse infiltrating pontine gliomas, and other pediatric brain tumors, applicants are encouraged to address one or more of the following Focus Areas:
  - Elucidation of pathways associated with the developmental biology of pediatric brain tumors, especially low grade gliomas, infant brain tumors, and infiltrating pontine gliomas;
  - Identification and validation of pathways associated with the tumor pathogenesis;
  - Development of valid animal models to promote understanding of the tumorigenesis, safety, and toxicity of therapies;
  - Development of non-invasive biomarkers for targeted therapies, including imaging;
  - Identification of novel therapeutic targets and/or resistance mechanisms.
- **Genetic cancer research and genomic medicine:** Genetic and epigenetic changes in cells caused by environmental factors (physical and chemical exposures as well as lifestyle factors associated with military environments) can be critical events in the cancer risk, initiation, progression, and/or promotion of normal cells to cancers. Applicants are encouraged to address one or more of the following Focus Areas:
  - Understanding molecular mechanisms by which environmental influences associated with military exposures (chemical, physical, biological, stress, diet, lifestyle, etc.) alter gene structure, stability, and expression;
  - Understanding differences in cancer risks and susceptibility associated with gene/environment interactions, including transgenerational epigenetic changes, and ethnic and racial differences;

- Studies into improved diagnostics, such as those related to imaging, and advanced methodologies for tumor tissue interrogation for early identification/validation of tumor characteristics and therapeutic targets.
- **Kidney cancer:** Renal cell carcinoma (RCC) is emerging as an important cancer increasing in incidence. Major advances will depend on strategies that improve early detection, identify patients at high risk for disease recurrence, or identify novel molecular strategies for therapy and/or overcoming drug resistance. Applicants are encouraged to address one or more of the following Focus Areas:
  - Development of noninvasive strategies for detection of RCC;
  - Novel bioinformatic approaches to analyzing complex genomic and molecular data for molecular pathway identification;
  - Genetic and environmental risk factors of military relevance for RCC.
- **Blood cancers:** Research into blood cancers (lymphoma, leukemia, multiple myeloma, myelodysplastic syndrome) is sought as related to specific types of exposures in various military environments. Applicants are encouraged to address one or more of the following Focus Areas:
  - Understanding the relationship of environmental exposures (chemical, physical, biological, stress, diet, lifestyle, etc.) that may alter gene expression and stability, resulting in increased risk;
  - Studies to improve the understanding of ethnic and transgenerational risks associated with environment and genetic/epigenetic interactions as related to military exposures and environments;
  - Identification of biomarkers that may lead to prevention, early detection/diagnosis, and/or improved treatment modalities;
  - Studies of drug toxicities and resistance utilizing material before, during, and after treatment leading to less toxic and target-specific effective therapies.
- **Colorectal cancer:** To advance progress in the early diagnosis and treatment of colorectal cancer, research into the processes leading to tumorigenesis and metastasis is sought. Applicants are encouraged to address one or more of the following Focus Areas:
  - Tissue interrogation studies leading to identification and validation of diagnostic, prognostic, and predictive biomarkers, including those associated with therapeutic outcomes;
  - The development of animal models;
  - Immunological and inflammatory responses as well as the microenvironment in the development of colorectal cancers;
  - Studies addressing quality of life and survivorship post-treatment, especially for patients with rectal cancer.
- **Listeria vaccine for cancer:** New approaches to identify the molecular mechanisms of *Listeria* vaccines are sought, that will define the molecular basis of its

immunotherapeutic effect. Applicants are encouraged to define the therapeutic impact of *Listeria* vaccines in human malignancies where the role of immunosuppression has been established, and define the impact of the intervention in terms of specific immune responses to the tumor. Applicants are encouraged to address one or more of the following Focus Areas:

- Induction and analysis of CD4 and CD8 T cell responses to tumor-restricted antigens;
- Induction and maturation of dendritic cell responses to tumor antigens;
- Modulation of T cell and other effector cell trafficking to the tumor.
- **Radiation protection utilizing nanotechnology:** Nanomaterials have been developed with properties associated with protective effects against radiation-induced damage. To translate these compounds into the clinical treatment setting, further research on the biocompatibility and toxicity of nanomaterials as well as the selectivity of the protection in non-malignant tissues is required. Applicants are encouraged to address one or more of the following Focus Areas:
  - Development of novel biocompatible nanomaterials with strong radioprotective effects;
  - Evaluation of the in vivo toxicity of nanomaterials used for radiation protection during radiation therapy;
  - Novel mechanisms to enhance the radioprotective effect of nanomaterials selectively in normal tissues but not in tumors.

**Use of human subjects and human biological substances:** Because these awards are designed for preliminary investigations, projects involving human subjects or specimens will not be supported unless they are exempt under Title 32, Code of Federal Regulations (CFR), Part 219, Section 101(b) (32 CFR 219.101[b]). *Studies that do not qualify for exempt status during review at any level will be administratively withdrawn and will not be funded.* For studies using only commercially available or de-identified specimens, a Claim of Exemption Form will be requested. Additional information regarding exempt status may be found on the US Army Medical Research and Materiel Command (USAMRMC) Human Research Protection Office website (<https://mrmc.amedd.army.mil/rodorphrpo.asp>).

#### **D. Eligibility**

All investigators, including postdoctoral fellows (or equivalent), are eligible to submit applications. Refer to General Application Instructions, Appendix 1, for general eligibility information.

#### **E. Funding**

- The maximum period of performance is **1** year.
- The maximum allowable funding for the entire period of performance is **\$75,000** in direct costs.

- The applicant may not exceed the maximum direct cost. In addition to direct costs, indirect costs may be proposed in accordance with the negotiated rate agreement of the applicant's institution.

Within the guidelines provided in the General Application Instructions, funds can cover:

- Salary
- Research supplies
- Travel between collaborating organizations
- Travel costs of up to \$1,800 per year to attend scientific/technical meetings
- Other direct costs as described in the General Application Instructions for the Detailed Budget and Justification

In addition, funding must be requested for the PI to attend the 3.5-day Department of Defense Military Health Research Forum meeting, which is held to disseminate the results of CDMRP sponsored research (anticipated date will be in 2012).

*The CDMRP expects to allot approximately \$0.45M of the \$15M FY10 PRCRP appropriation to fund approximately 4 Concept Award applications, 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.*

#### **F. Award Administration**

Awards will be made approximately 4 to 6 months after receiving a funding notification letter, but no later than September 30, 2011. Refer to the General Application Instructions, Appendix 4, for general award administration information.

## **II. TIMELINE FOR SUBMISSION AND REVIEW**

- **Pre-application Submission Deadline: 5:00 p.m. Eastern time (ET), September 15, 2010**
- **Application Submission Deadline: 11:59 p.m. ET, September 29, 2010**
- **Scientific Peer Review: December 2010**
- **Programmatic Review: February 2011**

*Application submissions will not be accepted unless the pre-application process is completed by the pre-application deadline.*

### III. SUBMISSION PROCESS

Submission is a two-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 discouraged. The Government reserves the right to reject duplicative applications.

PIs and organizations identified in the application should be the same as those identified in the pre-application.

*No PI change or institute transfer will be allowed for this funding opportunity.*

#### A. Step 1 – Pre-Application Components

All pre-application components must be submitted through the CDMRP eReceipt system by **5:00 p.m. ET on the deadline.**

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 for additional information on pre-application submission):

- **Proposal Information – Tab 1**
- **Proposal Contacts – Tab 2**
- **Collaborators and Conflicts of Interest – Tab 3**
- **Required Files – Tab 4**

**Letter of Intent (LOI) Narrative (one-page limit):** Provide a brief description of the research to be conducted. LOI Narratives are used for program planning purposes only (e.g., reviewer recruitment) and *will not be reviewed* during either the peer or programmatic review sessions.

- **Submit Pre-application – Tab 5**
- **Other Documents Tab**

Not applicable.

#### B. Step 2 – Application Components

Applications are submitted by the Authorized Organizational Representative (AOR) through Grants.gov (<http://www.grants.gov/>). Applications must be submitted **by 11:59 p.m. ET on the deadline.**

Each application submission must include the completed application package of forms and attachments identified in Grants.gov for this Program Announcement/Funding Opportunity.

The Grants.gov application package consists of the following components (Refer to the General Application Instructions, Section II.B., for additional information on application submission):

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

## **2. Attachments Form**

***Reviewers will be blinded to the identity of the PI, collaborators, and their organizations.*** Due to the blinded nature of the review process, identifying or making references to the PI, collaborators, or their organizations in the Project Narrative, List of Acronyms and Symbols, or the Relevance to Military Beneficiaries statement is prohibited and will result in administrative rejection of the proposal. In addition, the use of “I,” “our,” “this organization,” or similar wording in phrases that refer to the PI, collaborators, and/or their organizations through the references listed will result in administrative rejection of the application.

- **Attachment 1: Project Narrative (one-page limit):** Upload as “ProjectNarrative.pdf.”

Describe the proposed project in detail using the outline below. ***Presentation of preliminary data is not consistent with the intent of this award mechanism and, therefore, is not allowed.*** However, PIs must demonstrate logical reasoning, and a rationale for the work must be provided. Proposals must describe how the new concept could create an entirely new avenue for investigation and how it is relevant to one or more of the FY10 PRCRP Topic Areas.

**Innovation:** Describe how the proposed project is innovative and challenges accepted paradigms. Innovation should be the primary feature of the proposed study.

**Hypothesis and Rationale:** State the hypothesis to be tested and rationale for the proposed research. Do not include preliminary data.

**Objectives:** State concisely the specific aims and research strategy of the study.

**Research Strategy:** Describe the experimental design, methods, and analyses, including appropriate controls in sufficient detail for analysis. Address potential problem areas and present alternative methods and approaches.

**Impact:** Provide a brief statement regarding the potential impact of this work on one or more of the FY10 PRCRP Topic Areas. ***It is the responsibility of the applicant to clearly and explicitly articulate the project’s impact on military beneficiaries.*** Describe how the project will lead to an original and important contribution to the goal of advancing basic, translational, or clinical cancer research, or on the quality of life of individuals with cancer.

**References:** Cite relevant literature references using Attachment 2.



The one-page limit of the Project Narrative is inclusive of any figures, tables, graphs, photographs, diagrams, chemical structures, pictures, pictorials, cartoons, and other relevant information needed to judge the proposal.

- **Attachment 2: 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. *Each component has no page limit unless otherwise noted.*
  - References Cited (five-citation limit): List all relevant references 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). The inclusion of Internet URLs to references is encouraged.
  - List of Acronyms and Symbols: Provide a list of acronyms and symbols (e.g., PCR = polymerase chain reaction).
- **Attachment 3: Technical Abstract (one-page limit):** Upload as “TechAbs.pdf.”  
Not required at this time. Leave Attachment 3 space blank.
- **Attachment 4: Public Abstract (one-page limit):** Upload as “PublicAbs.pdf.”  
Not required at this time. Leave Attachment 4 space blank.
- **Attachment 5: Statement of Work (SOW) (one-page limit):** Upload as “SOW.pdf.” Refer to the General Application Instructions, Section II.B., for detailed information.
- **Attachment 6: Detailed Budget and Justification (no page limit):** Upload as “Budget.pdf.” Use the Detailed Budget and Justification form (available for download on the Full Announcement page in Grants.gov). Refer to the General Application Instructions, Section II.B., for detailed information.
- **Attachment 7: Subaward Detailed Budget and Justification (if applicable) (no page limit):** Use a separate Detailed Budget and Justification form for each subaward budget. Combine into a single file and upload as “SubBudgets.pdf.” Refer to the General Application Instructions, Section II.B., for detailed information.
- **Attachment 8: Relevance to Military Beneficiaries Statement (one-page limit):** Upload as “MilBen.pdf.” Describe the impact either short-term or long-term of the proposed research on the health and welfare of service members, their families, and other military beneficiaries. Describe how the proposed project is responsive to one or more of the FY10 PRCRP Topic Areas with respect to its significance to military beneficiaries.

**3. Research & Related Senior/Key Person Profile (Expanded) Form:** Refer to the General Application Instructions, Section II.B., 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.”
- Key Personnel Current/Pending Support (no page limit): Upload as “Support\_LastName.pdf.”

**4. Project/Performance Site Location(s) Form:** Refer to the General Application Instructions, Section II.B., for detailed information.

Although requested, the Statement of Work , Detailed Budget and Justification, Subaward Detailed Budget and Justification (if applicable), biographical sketch and current/pending support, and Project/Performance Site Location(s) Form will not be forwarded for peer or programmatic review. These documents will be used for administrative purposes only.

#### **IV. INFORMATION FOR APPLICATION REVIEW**

##### **A. Application Review and Selection Overview**

All applications are evaluated by scientists, clinicians, and consumer advocates using a two-tier review process. The first tier is a scientific peer review of applications against established criteria for determining scientific merit. The second tier is a programmatic review that compares applications to each other and makes recommendations for funding to the Commanding General, USAMRMC, based on scientific merit, the overall goals of the program, and 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 may be found at <http://cdmrp.army.mil/about/fundingprocess.shtml>. *Reviewers will be blinded to the identity of the PI, collaborators, and their organizations. Due to the blinded nature of the review process, identifying or making references to the PI, collaborators, or their organizations in the Project Narrative, List of Acronyms and Symbols, or the Relevance to Military Beneficiaries statement is prohibited and will result in administrative rejection of the proposal. In addition, the use of “I,” “our,” “this organization,” or similar wording in phrases that refer to the PI, collaborators, and/or their organizations through the references listed will result in administrative rejection of the application.*

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, it is a crime for Federal officials to disclose confidential information of one party to another third party (Title 18 United States Code 1905).

## **B. Review Criteria**

**1. Peer Review:** All applications will be evaluated according to the following criteria, which are all of equal importance:

- **Innovation**
  - To what extent the research proposes new paradigms or challenges existing paradigms.
  - To what extent the proposed research is innovative in one or more of the following ways: Concept or question, research methods or technologies, adaptations of existing methods or technologies, clinical interventions, or other ways.
  - Whether the concept is untested (no preliminary data exists).
  - How the proposed research represents more than an incremental advance upon published data.
- **Impact**
  - How well the study addresses a critical problem in cancer research or care.
  - How the project will lead to an original and important contribution to the goal of advancing basic, translational, or clinical research, or on the quality of life of individuals.
  - To what extent the proposed research will provide original and important contributions to the goal of advancing research with relevance to military beneficiaries in one or more of the indicated FY10 PRCRP Topic Areas and Focus Areas.
  - What impact this study will have on the concepts or methods that drive the field.
- **Research Strategy**
  - How well the rationale supports the project.
  - How the proposed research will lay the ground work for further hypothesis-driven research, if successful.

The following will not be individually scored, but may impact the overall evaluation of the application:

- **Application Presentation**
  - How the writing and components of the application influenced the review.

**2. Programmatic Review:** The following equally weighted criteria are used by programmatic reviewers to make funding recommendations.

- Ratings and evaluations of the peer reviewers,
- Programmatic relevance,
- Relative innovation and impact,
- Responsiveness to the FY10 PRCRP Topic Areas and Focus Areas,
- Program portfolio balance with consideration to the relevance to military beneficiaries, and
- Adherence to the intent of the award mechanism.

*Approximately 4 weeks after programmatic review, each PI will receive notification of the status of his/her application. However, PIs will not receive a scientific peer review Summary Statement or other feedback on the strengths and weaknesses of the application.*

## **V. ADMINISTRATIVE ACTIONS**

After receipt of applications from Grants.gov, the following administrative actions may occur:

### **A. Rejection**

The following will result in administrative rejection of the application:

- Project Narrative exceeds page limit.
- Project Narrative is missing.
- Budget is missing.
- Page size is larger than 8.5 inches x 11.0 inches (approximately 21.59 cm x 27.94 cm).
- Pre-application is not submitted.
- PI's or collaborator's name or organization(s) is included in the Project Narrative, List of Acronyms and Symbols, or the Relevance to Military Beneficiaries Statement.
- Use of "I," "our," "this organization," or similar phrases in the Project Narrative or the Relevance to Military Beneficiaries Statement that make it possible to identify the PI, collaborators, and/or their organizations through the references listed.

### **B. Modifications**

- Pages exceeding the specified limits will be removed prior to review for all documents other than the Project Narrative.
- Documents not requested will be removed.

- Following the application deadline, you may be contacted by CDMRP via email with a request to provide certain missing supporting documents (excluding those listed in Section V-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 application:

- FY10 PRCRP Integration Panel (IP) member(s) is found to be involved 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 FY10 PRCRP IP members may be found at <http://cdmrp.army.mil/prcrp/panel10.htm>.
- Submission of the same research project to different funding opportunities within the same program and fiscal year.
- 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 detailed budget form exceed maximum allowed by this Program Announcement/Funding Opportunity.
- Inclusion of URLs with the exception of links to published references.
- Inclusion of preliminary data in the Project Narrative.
- Inclusion of studies that do not qualify for exempt status under Title 32, Code of Federal Regulations, Part 219, Section 101(b) (32 CFR 219.101[b]).

### **D. Withhold**

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

## VI. CONTACT INFORMATION

**A. CDMRP Program Announcement Help Desk:** Questions related to Program Announcement/Funding Opportunity content or submission requirements should be directed to the CDMRP Program Announcement help desk, which is available Monday through Friday from 7:30 a.m. to 4:00 p.m. ET. Submit questions as early as possible. Response times will vary depending upon the volume of inquiries. Every effort will be made to answer questions within 5 working days.

Phone: 301-619-7079  
Email: [cdmrp.pa@amedd.army.mil](mailto:cdmrp.pa@amedd.army.mil)

**B. CDMRP eReceipt System Help Desk:** Questions related to the submission of the pre-application through the eReceipt system should be directed to the CDMRP eReceipt system help desk, which is available Monday through Friday from 8:00 a.m. to 5:00 p.m. ET.

Phone: 301-682-5507  
Email: [help@cdmrp.org](mailto:help@cdmrp.org)

**C. Grants.gov Contact Center:** Questions related to application submission through the Grants.gov portal should be directed to Grants.gov help desk, which is available 24 hours a day, 7 days a week. Please note that the CDMRP Program Announcement and eReceipt system help desks are unable to provide technical assistance regarding Grants.gov submissions.

Phone: 800-518-4726  
Email: [support@grants.gov](mailto: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

<b>Grants.gov Application Components</b>	<b>Action</b>	<b>Completed</b>
SF-424 (R&R) Application for Federal Assistance Form	Complete form as instructed	
Attachments Form	Upload Project Narrative (ProjectNarrative.pdf) as Attachment 1	
	Upload Supporting Documentation (Support.pdf) as Attachment 2	
	Upload Technical Abstract (TechAbs.pdf) as Attachment 3	N/A
	Upload Public Abstract (PublicAbs.pdf) as Attachment 4	N/A
	Upload Statement of Work (SOW.pdf) as Attachment 5	
	Upload Detailed Budget and Justification (Budget.pdf) as Attachment 6	
	Upload Subaward Detailed Budget and Justification (SubBudgets.pdf) as Attachment 7	
	Upload Relevance to Military Beneficiaries Statement (MilBen.pdf) as Attachment 8	
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	
	Attach Current & Pending Support (Support_LastName.pdf) for each senior/key person to the appropriate field	
Project/Performance Site Location(s) Form	Complete form as instructed	