Announcement of Federal Funding Opportunity

Summary

I. GENERAL INFORMATION

A. Title of Award: Therapeutic Development Award (TDA).

B. Program Name: Department of Defense (DOD) Fiscal Year 2005 (FY05) Chronic Myelogenous Leukemia Research Program (CMLRP).

C. Funding Opportunity Number: CML05-TDA.

D. Agency Name: United States Army Medical Research and Materiel Command (USAMRMC), Office of the Congressionally Directed Medical Research Programs (CDMRP), 1077 Patchel Street, Fort Detrick, Maryland 21702-5024.

E. Agency Contact(s)

1. Questions related to the Program, proposal format, or required documentation may be addressed to the CDMRP at:

Phone:	301-619-7079
Fax:	301-619-7792
E-mail:	cdmrp.pa@det.amedd.army.mil
Mail:	Commander US Army Medical Research and Materiel Command ATTN: MCMR-ZB-C (CML05-TDA) 1077 Patchel Street (Building 1077) Fort Detrick, MD 21702-5024

2. Questions related to electronic submission: The help line phone number(s) is 301-682-5507 and is also provided on the Web. Other help desk contact information is:

Website:	https://cdmrp.org/proposals (User's Guide located in upper right corner of the proposal submission website)
E-mail:	help-proposals-cdmrp@cdmrp.org

F. Anticipated Instrument Type(s): Grants/Cooperative Agreements.

G. Catalog of Federal Domestic Assistance (CFDA) Number(s): 12.420; Military Medical Research and Development.

H. Website Address to Access Application Package: Proposals must be submitted electronically at https://cdmrp.org/proposals. The website contains all the information, forms, documents, and links needed to apply.

I. Award/Regulatory Approval: Once an award is made, the applicant may not use, employ, or subcontract for the use of any human subjects, human anatomical substances/cadavers, or laboratory animals without written permission from the applicable USAMRMC regulatory office. The applicable USAMRMC regulatory office will forward the applied for written approvals directly to the applicant.

II. FUNDING OPPORTUNITY DESCRIPTION

The intent of the Therapeutic Development Award is to sponsor the preclinical assessment of therapeutics for chronic myelogenous leukemia (CML). The CMLRP specifically seeks proposals in the following areas of preclinical drug development: identification of lead agents through screening of small molecule libraries; evaluation of novel and/or existing therapeutic modalities in preclinical model systems; design and implementation of pilot Good Manufacturing Practice (GMP) production of therapeutics; testing of pharmacological agents through advanced preclinical toxicology; and/or development of Investigational New Drug (IND) materials. **The formation of multidisciplinary, multi-institutional consortia focused on a synergistic preclinical development project is strongly encouraged.**

III. AWARD INFORMATION

- Type of award: grant/cooperative agreement.
- Approximately $2.2 million (M) is available to fund the FY05 CMLRP Therapeutic Development Awards.
- It is anticipated that one to three proposals will be funded Depending on the number and quality of the applications.
- Although there are no total dollar amount restrictions to these awards, programmatic priority will be given to smaller-scale, cost-efficient projects with well-defined endpoints. Funding can be requested for up to 3 years. The CMLRP Integration Panel reserves the right to partially fund any proposal.

IV. ELIGIBILITY INFORMATION

A. Applicants: All individuals, regardless of ethnicity, nationality, or citizenship status, may apply as long as they are employed by, or affiliated with, an eligible institution as defined below.

B. Institutions: Eligible institutions include for-profit, nonprofit, public, and private organizations. Agencies of local, state, and federal governments are eligible to the extent that

proposals do not overlap with their fully funded intramural programs. Federal agencies will be expected to explain how their proposals do not overlap with their intramural programs.

C. Cost Sharing: It is expected that institutions will cost share. Please see "Major Equipment" located in Subsection V.G.2.c of the Full Text of Program Announcement for details.

D. Other Eligibility Criteria: Please see the Full Text of Program Announcement description for details regarding duplicate submissions, applications from Historically Black Colleges and Universities/Minority Institutions, and administrative compliance issues.

V. PROPOSAL PREPARATION AND SUBMISSION INFORMATION

A. Proposal Information: Applicants are required to submit the Proposal Information prior to upload of the proposal. Complete the Proposal Information as described at https://cdmrp.org/proposals.

B. Proposal Preparation: All proposals must be converted into an electronic PDF (Portable Document Format) file for electronic proposal submission. Please see the Full Text of Program Announcement for details.

C. Submission Date and Time: Deadline: June 7, 2005. Proposals must be approved on the CDMRP eReceipt system by the Contract Representative at the applicant's institution's Sponsored Programs Office (or equivalent) by 5:00 p.m. Eastern time.

D. Electronic Submission Requirements: Electronic submission is required. No paper copy submissions will be accepted. Proposals must be submitted electronically at https://cdmrp.org/proposals. Please see the Full Text of Program Announcement for details.

VI. PROPOSAL REVIEW INFORMATION

The CDMRP uses a two-tier review process for proposals: scientific peer review, followed by programmatic review. Details of both tiers of review can be found in the Full Text of Program Announcement.

VII. AWARD ADMINISTRATION INFORMATION

A. Award Notices and Administrative Requirements: Details of award notification procedures and administrative requirements including regulatory documents (Certificate of Environmental Compliance, Research Involving Human Subjects and/or Anatomical Substances/Cadavers, Research Involving Animals, and Safety Program Plan) can be found in the Full Text of Program Announcement.

B. Reporting Requirements: Annual reporting requirements apply.

Full Text of Program Announcement

I. GENERAL INFORMATION

A. Title of Award: Therapeutic Development Award (TDA).

B. Program Name: Department of Defense (DOD) Fiscal Year 2005 (FY05) Chronic Myelogenous Leukemia Research Program (CMLRP).

C. Funding Opportunity Number: CML05-TDA.

D. Agency Name: United States Army Medical Research and Materiel Command (USAMRMC), Office of the Congressionally Directed Medical Research Programs (CDMRP), 1077 Patchel Street, Fort Detrick, Maryland 21702-5024.

E. Agency Contact(s)

1. Questions related to the Program, proposal format, or required documentation: Applicants should submit questions as early as possible. Every effort will be made to answer questions within 5 working days.

Phone:	301-619-7079
Fax:	301-619-7792
E-mail:	cdmrp.pa@det.amedd.army.mil
Mail:	Commander US Army Medical Research and Materiel Command ATTN: MCMR-ZB-C (CML05-TDA) 1077 Patchel Street (Building 1077) Fort Detrick, MD 21702-5024

2. Questions related to electronic submission: Help lines will be available to answer specific questions regarding the preparation of proposals for electronic submission or the process of electronic submission. The help line phone number is 301-682-5507 and is also provided on the Web. Other help desk contact information is:

Website:	https://cdmrp.org/proposals (User's Guide located in upper right corner of the proposal submission website)
E-mail:	help-proposals-cdmrp@cdmrp.org

F. Anticipated Instrument Type(s): The USAMRMC implements its extramural research program predominantly through the award of grants and cooperative agreements. More information on these funding instruments may be obtained by request from:

Fax:	301-619-2937
E-mail:	qa.baa@det.amedd.army.mil
Mail:	Director US Army Medical Research Acquisition Activity ATTN: MCMR-ZB-A 820 Chandler Street Fort Detrick, MD 21702-5014

G. Catalog of Federal Domestic Assistance (CFDA) Number 12.420: Military Medical Research and Development.

H. Website to Access Application Package: Proposals must be submitted electronically at https://cdmrp.org/proposals. This website will contain all the information, forms, documents, and links needed to apply. If you experience difficulties in downloading documents, contact the CDMRP as indicated in Subsection E.2 above.

I. Award/Regulatory Approval: Once an award is made, the applicant may not use, employ, or subcontract for the use of any human subjects, human anatomical substances/cadavers, or laboratory animals without written permission from the applicable USAMRMC regulatory office. The applicable USAMRMC regulatory office will forward the applied-for written approvals directly to the applicant.

II. FUNDING OPPORTUNITY DESCRIPTION

A. Program History: The Therapeutic Development Award is part of the DOD CMLRP, which was established in FY02 to promote innovative research directed toward eliminating chronic myelogenous leukemia. The FY05 appropriation is $4.25 million (M). Appropriations for the CMLRP from FY02 to FY05 total $17.75M. The Therapeutic Development Award mechanism was first offered in FY04. Four of the 23 proposals received were funded (award negotiations are expected to be finalized by March 2005).

B. Program Objectives: The objectives of the FY05 CMLRP are to improve (1) the understanding of the basic science of chronic myelogenous leukemia, (2) the diagnosis of chronic myelogenous leukemia, (3) the treatment of chronic myelogenous leukemia and (4) the quality of life for individuals living with chronic myelogenous leukemia and their families.

C. Award Mechanism Description: The intent of the Therapeutic Development Award mechanism is to sponsor the preclinical assessment of therapeutics for chronic myelogenous leukemia (CML). The overall goal of this award mechanism is to allow CML investigators to analyze preclinical efficacy of novel and existing agents and/or to generate the preclinical data necessary to conduct clinical trials after completion of the proposed research. The Therapeutic Development Award is restricted to research in CML. The proposed studies are expected to be empirical in nature and product driven, but they may have a hypothesis-driven approach provided the focus is on therapeutics. It is anticipated that the agents, and/or data generated from

these awards will lead to the advancement of therapeutics novel to CML with the ultimate goal of significantly moving closer to the development of new therapeutics for CML.

Therapeutic Development Award proposals are limited to the following areas of programmatic interest. Proposals must focus on one or more of these areas to be considered for funding. Proposals that do not focus on at least one of the areas listed below may be administratively withdrawn:

- Screening libraries of small molecule compounds for identification of novel therapeutics or lead agents for CML;
- Testing new therapeutic modalities, including agents, delivery systems, and/or chemical modification of lead compounds for CML using established or validated novel preclinical model systems;
- Designing and implementing full-scale, pilot Good Manufacturing Practice (GMP) production of therapeutics and/or delivery systems for use in advanced preclinical and initial clinical trials;
- Developing pharmacologic agents through Adsorption, Distribution, Metabolism, Excretion and Toxicity (ADMET) phase; and/or
- Developing pharmacologic agents to Investigational New Drug (IND) stage for the initiation of Phase 1 clinical trials, including the compilation of data necessary for IND application.

Proposals must include **preliminary data** relevant to the phase(s) of the preclinical development process covered by the proposed research. The proposal should include a clear statistical plan of analysis if appropriate.

Biotechnology and pharmaceutical companies are encouraged to apply for this award. If a biotechnology or pharmaceutical company applies for this award as an individual submitter or as a part of a consortium (see below), the company is expected to leverage its own resources to complement the funding provided for the study by this award.

The preclinical drug development process may require resources beyond those available at a single institution. Therefore, **Therapeutic Development Awards are open to investigators interested in establishing synergistic, goal-focused, multi-institutional consortia (e.g., between industry and academia or among multiple academic institutions) focused on identifying lead agents, and testing the clinical potential of the lead agents developed by the investigators.** The formation of consortia between biochemists and molecular biologists focused on target validation and evaluation is encouraged. If a consortium is proposed, sufficient characterization of the consortium and justification for the collaborative partners must be included in the proposal. **Letters confirming/supporting collaboration are required.** In addition, participating institutions must be willing to resolve potential intellectual property issues and to remove institutional barriers that might interfere with achieving high levels of cooperation to ensure the successful establishment and maintenance of the research projects and the consortium as a whole. An intellectual property plan agreed upon by all institutions within the

consortium is required as part of the administrative documentation of this proposal (see Subection V.E.13).

III. AWARD INFORMATION

Although there are no total dollar amount restrictions to these awards, programmatic priority will be given to smaller-scale, cost-efficient projects with well-defined endpoints.

Funding can be requested for up to 3 years. Direct costs can cover salary, expenses including research supplies, and travel to scientific/technical meetings. The amount for this travel may not exceed $1,800 per year per investigator. Institutional support and commitment to foster the applicant's research career, such as the provision of access to adequate laboratory facilities and equipment must be evident. If a biotechnology or pharmaceutical company applies for this mechanism as an individual submitter or as a part of a consortium, the company is expected to leverage its own resources to complement the funding provided for the study by this award. For proposals involving a consortium, direct costs also can cover expenses for meetings that bring together members of the consortium.

The nature of this Program does not allow for renewal of grants or supplementation of existing grants. Approximately $2.2M is available for this award mechanism. Depending on the number and quality of the applications, it is anticipated that approximately one to three proposals will be funded. The CMLRP Integration Panel reserves the right to partially fund any proposal.

IV. ELIGIBILITY INFORMATION

A. Applicants: All individuals, regardless of ethnicity, nationality, or citizenship status, may apply as long as they are employed by, or affiliated with, an eligible institution as defined below.

B. Institutions: Eligible institutions include for-profit, nonprofit, public, and private organizations. Examples include universities, colleges, hospitals, laboratories, and companies. The USAMRMC is especially interested in receiving applications from Historically Black Colleges and Universities/Minority Institutions (HBCU/MI). Agencies of local, state, and federal governments are eligible to the extent that proposals do not overlap with their fully funded intramural programs. Federal agencies will be expected to explain how their proposals do not overlap with their intramural programs.

C. Cost Sharing: It is expected that institutions will cost share. Please see full details under "Major Equipment" in Subsection V.G.2.c.

D. Other Eligibility Criteria

1. Duplicate Submissions: Submission of the same research project to the FY05 CMLRP under different award mechanisms or to other CDMRP programs is discouraged. However, if similar research projects are submitted to this and other FY05 program announcements

within CDMRP, the applicant must provide a strong justification for submitting duplicate proposals and the proposal's relevance to chronic myelogenous leukemia in the "Proposal Relevance Statement." The Government reserves the right to reject duplicate proposals.

2. HBCU/MI: A goal of the DOD is to allocate funds for the CDMRP's peer reviewed research to fund proposals from HBCU/MI. This provision is based on guidance from Executive Orders.[1] Proposals submitted to the DOD are assigned HBCU/MI status if the submitting institution is so designated by the Department of Education on the date that the program announcement is released. The Department of Education list is posted on the CDMRP website at http://cdmrp.army.mil/spp under Minority Institutions.

3. Administrative Compliance Issues: Compliance guidelines have been designed to ensure the presentation of all proposals in an organized and easy-to-follow manner. Peer reviewers expect to see a consistent, prescribed format for each proposal. Nonadherence to format requirements makes proposals difficult to read, may be perceived as an attempt to gain an unfair competitive advantage, and may result in proposal rejection or a lower global priority score.

The following will result in administrative rejection of the entire proposal prior to peer review:

- Font size is less than 12 point.
- Font type is not Times New Roman.
- Line spacing is greater than six lines per vertical inch.
- Margins are less than 0.5 inch on any side.
- Proposal body exceeds page limit.
- Proposal body is missing.
- Detailed cost estimate is missing.
- Proposal is incomplete after the deadline.
- Proposal does not address one of the FY05 CMLRP programmatic interests (identification of lead agents through screening of small molecule libraries; evaluation of novel and/or existing therapeutic modalities in preclinical model systems; design and implementation of pilot GMP production of therapeutics; testing of pharmacological agents through advanced preclinical toxicology; and/or development of IND materials).

For any other sections of a proposal with a defined page limit, any pages exceeding the specified limit will be removed from the proposal and not forwarded for peer review. Unless specifically requested by the Government, any material submitted after the submission deadline will not be forwarded for peer review.

[1]Executive Orders 12876, 12900, and 13021

V. PROPOSAL PREPARATION AND SUBMISSION INFORMATION

A. Proposal Components Summary: This subsection is a summary of submission requirements. Details, URLs, and other links are provided in the appropriate subsections of this program announcement.

The Principal Investigator (PI) is responsible for uploading the following information:

- **Proposal Information:** The Proposal Information consists of two parts, both of which are entered as data fields. A Letter of Intent is generated when Part 1 of the Proposal Information is saved.
- **Proposal Contacts:** Contact information for both the PI and the Contract Representative is required to complete the proposal submission process.
- **Statement of Work (SOW) and Proposal Abstracts:** The SOW, Technical Abstract, and Public Abstract are each entered as a separate data field.
- **Proposal:** The proposal is uploaded as a PDF (Portable Document Format) file under the "Required Files" tab.
- **Budget Information:** The budget information is uploaded as a PDF file under the "Required Files" tab.
- **Regulatory Documents:** The Certificate of Environmental Compliance and the Principal Investigator Safety Program Assurance form are each uploaded as separate PDF files under the "Required Files" tab.

The Contract Representative or institutional official responsible for sponsored program administration (or equivalent) from the applicant's institution is responsible for the following:

- **The Contract Representative's contact information profile must be completed prior to electronic approval of all proposal components.**
- **US Army Medical Research Acquisition Activity (USAMRAA)-Required Documents:** The institution's currently negotiated "Rate Agreement," "Certifications and Assurances for Assistance Agreements," and the "Representations for Assistance Agreements" are to be uploaded as separate PDF files under the Contract Representative's "My Profile" tab.
- **Approval:** The Contract Representative or institutional official responsible for sponsored program administration (or equivalent) must provide approval of all proposal components (Proposal Information, Proposal Contacts, SOW, Abstracts, Proposal, Budget Information, and regulatory documents). Contract Representative approval must occur prior to the submission deadline of 5:00 p.m. Eastern time June 7, 2005. The eReceipt system will **not** accept data entry, file uploads, or approvals submitted after the 5:00 p.m. Eastern time deadline.

B. Proposal Information: Applicants are required to submit the Proposal Information, Parts 1 and 2, prior to upload of the proposal and the budget information. Complete the Proposal

Information as described in https://cdmrp.org/proposals. The Proposal Information may be "Verified & Saved" for editing purposes until "Submit Final" for approval by their Sponsored Programs Office's (or equivalent) representative.

- **Letter of Intent:** An electronic Letter of Intent should be submitted by May 17, 2005. To accomplish this, the applicant should complete Part 1 of the Proposal Information section at https://cdmrp.org, then save the information by clicking on the "Save and Forward Letter of Intent" button. This information may be changed at any time until the applicant submits the final Proposal Information by clicking on the "Submit Final" button.

C. Proposal Contacts: The Proposal Contacts **must** include the e-mail address of a representative from the Sponsored Programs Office (or equivalent) who is authorized to negotiate on behalf of the institution. The Proposal Contacts must be "Finalized" for approval by the applicant's Sponsored Programs Office's (or equivalent) representative.

D. SOW – 11,400-character limit, including spaces (approximately two pages): The SOW is captured as a data field under the "SOW/Abstract" tab in the CDMRP eReceipt system. To submit the SOW, the applicant may either type in the SOW or "cut and paste" it from a word processing application into the data field. Sample SOWs can be found at https://cdmrp.org/samples.cfm.

The SOW is a concise restatement of the research proposal that outlines, step by step, how each of the major goals or objectives of the proposed research/services will be accomplished during the timeline for which the USAMRMC will provide financial support.

As appropriate, the SOW should:

- Describe the work to be accomplished as tasks (tasks may relate to specific aims);
- Identify the timeline and milestones for the work over the period of the proposed effort;
- Indicate the number of research subjects (animal or human) and/or anatomical samples projected or required for each task;
- Identify methods; and
- Identify outcomes, products, and deliverables for each phase of the project.

E. Proposal Abstracts – 5,700-character limit, including spaces (approximately one page), for each abstract: Both a structured technical abstract and a public (nontechnical) abstract are required. These abstracts are vitally important to both the peer and programmatic review process.

Programmatic review is based on the Integration Panel's (IP's) review of these two abstracts as part of the peer review summary statements; therefore, it is paramount that the PI submit abstracts that fully describe the proposed work.

Each abstract must contain the title of the proposal and the name of the PI. Each abstract must be submitted as a data field under the "SOW/Abstracts" tab of the CDMRP eReceipt system. Applicants can either type in their abstracts or "cut and paste" them from a word processing application into the respective data fields. Do not include figures or tables in either abstract. Spell out all Greek or other non-English letters.

Abstracts of all funded proposals will be posted on the CDMRP website at https://cdmrp.army.mil. Thus, proprietary or confidential information should not be included in the abstract.

1. Technical Abstract: Sample technical abstracts can be found at https://cdmrp.org/samples.cfm. The structured technical abstract should provide a clear and concise overview of the proposed work, including the background, objective/hypothesis and its supporting rationale, specific aims of the study, study design, and significance of the proposed work to the program's goals.

Use the outline below for preparing the structured technical abstract.

- Background: Provide a brief statement of the ideas and reasoning behind the proposed work.
- Objective/Hypothesis: State the objective/hypothesis to be tested. Provide evidence or rationale that supports the objective/hypothesis.
- Specific Aims: State the specific aims of the study concisely.
- Study Design: Describe the study design briefly.
- Relevance: Provide a brief statement explaining the relevance of the proposed work to the Program's goals. For example, describe how the study will cure, prevent, or improve the detection or treatment of CML.

2. Public Abstract: Sample public abstracts can be found athttps://cdmrp.org/samples.cfm. The public abstract is intended to communicate the purpose of, and rationale for, the study to non-scientific audiences. The public abstract is an important component of the proposal review process because consumer advocates who are part of the review and funding decision process use this abstract as a part of their review. It must be composed in a way to make the scientific objectives and rationale for the proposal understandable to non-scientifically trained readers. **The public abstract should not be a duplicate of the technical abstract**, but should describe the goals and objectives of the research project and its relevance to the Program.

In addition to describing the project, the public abstract must answer the following questions:

(1) What will be the ultimate applicability of the research?

- What types of patients will it help and how?
- What are the potential clinical applications, benefits, and risks?

- What is the projected time it may take to achieve a consumer-related outcome?

(2) If the research is too basic for clinical applicability, what are the interim outcomes?

- What types of contributions will this study make to advance research?
- How will the research enhance this or other studies being conducted?

F. Proposal

1. Format: All proposal components (proposal body, biographical sketches, publications, letters of support, etc.) must be converted into a single PDF file for electronic submission. Proposals must be uploaded under the "Required Files" tab of the CDMRP eReceipt system. Applicants unfamiliar with the preparation of PDF files are encouraged to acquire appropriate software and learn the process before the submission deadline. To prepare proposals for PDF submission, the instructions in this subsection must be followed carefully.

Please Note New Format Requirements

The proposal must be clear and legible and conform to the following guidelines:

- **Font size: 12 point or larger.**
- **Font type: Times New Roman.**
- **Spacing: Single-spaced between lines of text, no more than six lines of type within a vertical inch.**
- **Margins: Minimum of 0.5 inch in all directions.**
- **Print area: 7.5 inches x 10.0 inches (approximately 19 cm x 25.5 cm).**

Failure to adhere to the requirements for font size, font type, spacing, margins, and print area will result in administrative rejection of the entire proposal prior to peer review.

- Color, Resolution, and Multimedia Objects: Proposals may include color, high resolution, or multimedia objects (e.g., MPEG, WAV, or AVI files) embedded in the PDF files; however, applicants should keep in mind that some reviewers work from black and white printed copies. Applicants may wish to include text in the proposal directing the reviewer to the electronic file for parts of the proposal that may be difficult to interpret when printed in black and white.
- Language: English.

2. Title/Referral Page: No page limit. Complete the Title/Referral Page. Please note that all forms are available on the "Summary Tab" of eReceipt. Complete each section as described:

a. Proposal title (up to 160 characters).

b. Proposal log number (this will be automatically provided when the Proposal Information is completed and saved).

c. PI's full name (first, middle initial, last).

d. Submitting institution.

e. Award mechanism: Type in "Therapeutic Development Award."

f. Indicate whether this is a NEW proposal or a RESUBMITTED proposal to this program.

g. Keyword descriptive technical terms: To assist the staff in assigning proposals to the appropriate scientific peer review panel, please specify the subject area of the proposal. Also, list specific keywords and descriptive technical terms that would best describe the technical aspects of the project.

h. Conflicts of interest: To avoid real and apparent conflicts of interest during the review process, list the names of all scientific participants in the proposal including consultants, collaborators, and subawardees. In addition, list the names of other individuals outside the scope of this proposal that may have a conflict of interest in the review of this proposal. Provide the following information for each participant: name, institutional affiliation(s), and, if applicable, his or her role(s) on the proposed project.

3. Table of Contents/Checklist: Start section on a new page; one-page limit. Prepare a Table of Contents/Checklist , with page numbers. Number all pages consecutively at the bottom center, beginning with the Title/Referral Page. Please note that headers should not be included, as the proposal log number will be electronically captured on each page of the proposal after receipt.

4. Proposal Relevance Statement: Start section on a new page; one-page limit. Applicants should state explicitly how the proposed work is innovative and relevant to CML research and describe how this combination of innovation and relevance will contribute to the goals of conquering CML and advancing research in the field. If this proposal is a duplicates a proposal submitted to another FY05 CDMRP program announcement, provide a strong justification for submitting duplicate proposals and the proposal's relevance to CML.

5. Proposal Resubmission Statement (suggested for resubmissions): Start section on a new page; two-page limit. Proposals that have been declined for funding in a previous year may be resubmitted to the FY05 CMLRP. Resubmitted/revised proposals must meet all requirements for the Therapeutic Development Award mechanism described in this program announcement. If an applicant designates the proposal as a resubmission, the resubmission box on the Title/Referral page must be marked, and a two-page Proposal Resubmission Statement and the previous year's peer review summary statement must be included with the proposal. This two-page Proposal Resubmission Statement must address all aspects of the critique from the previous peer and programmatic reviews, and it should reference any new

preliminary data. A copy of the summary statement from the unfunded submission also must be included and placed immediately after the two-page Resubmission Statement.

Applicants should be aware that the year-to-year status of funding for the CMLRP does not permit establishment of standing panels for scientific peer review. Therefore, the submission of a revised proposal does not guarantee funding or an improved global priority score.

6. Main Body: Start section on a new page; 25-page limit inclusive of any figures, tables, graphs, photographs, diagrams, chemical structures, pictures, pictorials, cartoons, and other relevant information needed to judge the proposal. The inclusion of promising and well-founded preliminary data relevant to CML and the proposed project preliminary data **is required** for all Therapeutic Development Award proposal submissions. **The formation of synergistic, multidisciplinary, multi-institutional consortia is strongly encouraged.** If a consortium is proposed, investigators must include sufficient characterization of the consortium and justification for the collaborative partners.

Describe the proposed project using the outline provided below:

a. Background: Describe the ideas and reasoning behind the proposed work and previous experience most pertinent to the proposal. Cite relevant literature.

b. Rationale: State the purpose and the expected results of the study.

c. Aims: State the specific aims of the study concisely.

d. Preliminary Data: Provide pertinent data to support the necessity, feasibility, and potentiality of the proposed project.

e. Methodology: Describe the experimental design and methodology and include statistical analysis as appropriate.

f. Innovation: State concisely how the concept is innovative and how it relates to the current state of knowledge in the area.

g. Product: Describe the predicted or proposed product, its utility in the field, and its impact on therapeutics in CML. Refer to specific programmatic interests listed in Subsection II.C (page 6) of the Full Text of Program Announcement.

7. Abbreviations: Start section on a new page; one-page limit. Provide a list of all acronyms, abbreviations, and symbols used.

8. References: Start section on a new page; no page 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).

9. Biographical Sketches: Four-page limit per individual. Biographical sketches should be included for each of the key personnel listed on the budget page, including collaborating investigators and support staff. These documents are a critical component of the review

process. Incomplete or missing biographical sketches may result in lower global priority scores. The Biographical Sketch form may be used. Use of this form is not mandatory, but the information requested shall be presented in a similar format.

10. Existing/Pending Support: Start section on a new page; no page limit. List on a separate page the titles, time commitments, supporting agencies, durations, and levels of funding for all existing and pending research projects involving the PI and key personnel. If no support exists, state "none." Proposals submitted under this program announcement should not duplicate other funded research projects.

11. Facilities/Equipment Description: No page limit. Describe the facilities available for performance of the proposed research/services. Describe the institutional commitment, including any additional facilities or equipment proposed for purchase or available for use at no cost to the USAMRMC. Indicate if government-owned facilities or equipment are proposed for use.

12. Questionnaires, Survey Instruments, or Clinical Protocols: No page limit. Include an appropriately titled page listing the documents you have included in this section.

13. Administrative Documentation: No page limit. Submit only material specifically requested or required in this program announcement. **This section is not for additional figures, tables, graphs, photographs, diagrams, chemical structures, pictures, pictorials, cartoons, or other relevant information needed to judge the proposal.** Unrequested material that is submitted may be construed as an attempt to gain a competitive advantage and will be removed; it may be grounds for administrative rejection of the proposal.

The first item in this section must be a list of all the items included in the Administrative Documentation section.

Provide letters of support from any collaborating individuals or institutions in this section of the proposal.

If a consortium is proposed, provide:

- Letters of collaboration from all academic institutions and/or private sector participants, as appropriate, documenting a willingness to participate and demonstrating that a multi-institutional, multidisciplinary team of investigators is participating in the project, that the necessary drugs, modalities, or technologies are available, and that there is no unnecessary duplication of resources.
- Letters of support from authorized officials at each of the participating investigators' institutions documenting their support to the consortium.
- Documentation that the participating institutions and investigators have an intellectual property plan, and that the individuals and their institutions are willing to resolve intellectual property issues.

All administrative documentation must be incorporated into the electronic PDF version of your proposal. Support documentation will not be accepted separately from the electronic proposal submission. All documents or letters requiring signatures must be signed and then incorporated into the submitted proposal.

14. Publications and/or Patent Abstracts: Five-document limit. Include up to five relevant publication reprints and/or patent abstracts. A patent abstract should provide a non-proprietary description of the patent application. If more than five such items are included in the submission, the extra items will not be peer reviewed.

G. Budget Information: Budget Information includes the Detailed Cost Estimate Form. Budget Information is uploaded under the "Required Files" tab of the CDMRP eReceipt system.

1. Funding Restrictions: Programmatic priority will be given to smaller-scale, cost-efficient projects with well-defined endpoints, although there are no total dollar amount restrictions to these awards. Funding can be requested for up to 3 years. Direct costs can cover salary, expenses including research supplies, and travel to scientific/technical meetings. The amount for travel to scientific/technical meetings may not exceed $1,800 per year per investigator. For proposals involving a consortium, direct costs can also cover expenses for meetings that bring together members of the consortium but must be separately budgeted and fully justified. Institutional support and commitment to foster the applicant's research career, such as the provision of access to adequate laboratory facilities and equipment must be evident. If a biotechnology or pharmaceutical company applies for this mechanism as an individual submitter or as a part of a consortium, the company is expected to leverage its own resources to complement the funding provided for the study by this award.

2. Detailed Cost Estimate Form and Budget Justification Instructions: Budget is an important consideration in both peer and programmatic review, and applicants are cautioned to use discretion in budget requests. Budgets also will be reviewed during award negotiations. **Organizations must provide sufficient detail and budget justification so that the Government can determine the proposed costs to be allocable and reasonable for the proposed research.** The Detailed Cost Estimate form and Budget Justification for your proposal must be uploaded as a PDF file, separate from the proposal.

Costs proposed must conform to the following regulations and principles:

- **Commercial Firms:** Federal Acquisition Regulations (FAR) Part 31 and Defense FAR Supplement Part 31 (http://farsite.hill.af.mil), Contract Cost Principles and Procedures.
- **Educational Institutions:** Office of Management and Budget (OMB) Circular A-21, Cost Principles for Educational Institutions (http://www.whitehouse.gov/omb/grants/grants_circulars.html).

- **Nonprofit Organizations:** OMB Circular A-122, Cost Principles for Nonprofit Organizations. OMB Circular A-133, Audits of Institutions of Higher Education and Other Nonprofit Organizations (http://www.whitehouse.gov/omb/grants/grants_circulars.html).
- **State, Local, and Tribal Governments:** OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments (http://www.whitehouse.gov/omb/grants/grants_circulars.html).

The following section provides instructions for preparing the Detailed Cost Estimate form. All amounts entered should be in U.S. dollars.

a. Personnel

i. Name: Starting with the PI, list the names of all participants who will be involved in the project during the initial budget period, regardless of whether salaries are requested. Include all collaborating investigators, research associates, individuals in training, and support staff. Only **ONE** person may be identified as the PI of the proposal.

ii. Role on Project: Identify the role of each individual listed on the project. Describe his or her specific functions in the Budget Justification section of the Detailed Cost Estimate form.

iii. Type of Appointment (Months): List the number of months per year reflected in an individual's contractual appointment with the applicant organization. The DOD staff assumes that appointments at the applicant organization are full time for each individual. If an appointment is less than full time, e.g., 50%, note this with an asterisk (*) and provide a full explanation in the Budget Justification section of the Detailed Cost Estimate form. Individuals may have split appointments (e.g., for an academic period and a summer period). For each type of appointment, identify and enter the number of months on separate lines.

iv. Annual Base Salary: Enter the annual institutional base salary for each individual listed for the project.

v. Percentage of Effort on Project: The qualifications of the PI and the amount of time that he or she and other professional personnel will devote to the research are important factors in selecting research proposals for funding. For each key staff member identified on the budget form, list the percentage of each appointment to be spent on this project.

vi. Salaries Requested: Enter the salaries in whole dollar figures for each position for which funds are requested. The salary requested is calculated by multiplying an individual's institutional base salary by the percentage of effort on the project.

vii. Fringe Benefits: Fringe benefits may be requested in accordance with institutional guidelines for each position, provided the costs are treated consistently by the applicant organization for all sponsors. Documentation to support the fringe benefits should be provided.

viii. Totals: Calculate the totals for each position and enter these as subtotals in the columns indicated.

b. Consultant Costs: Regardless of whether funds are requested, provide the names and organizational affiliations of all consultants.

c. Major Equipment: It is the policy of the DOD that all commercial and nonprofit recipients provide the equipment needed to support proposed research. In those rare cases in which specific additional equipment is approved for commercial and nonprofit organizations, such approved cost elements shall be separately negotiated. Moreover, it is expected that institutions will share 50% of the cost of equipment purchased for this research proposal when individual equipment costs are equal to or exceed $5,000.

d. Materials, Supplies, and Consumables: A general description and total estimated cost of expendable equipment and supplies are required. Itemize supplies in separate categories (e.g., glassware, chemicals, radioisotopes). Categories in amounts less than $1,000 do not need to be itemized. If animals are to be purchased, state the species, strain (if applicable), and the number to be used. If human cell lines are to be purchased, state the source and the description.

e. Travel Costs: Travel costs to scientific/technical meetings may not exceed $1,800 per year per investigator. Travel costs to bring collaborators or consortium members together are not included in this $1,800 per year per investigator limit but must be separately budgeted and fully justified.

f. Research-Related Subject Costs: Itemize costs of subject participation in the research study. These costs are strictly limited to expenses specifically associated with the proposed study. The USAMRMC will not provide funds for ongoing medical care costs that are not related to a subject's participation in the research study.

g. Other Direct Costs: Itemize other anticipated direct costs such as publication and report costs, rental for computers and other equipment (provide hours and rates), and communication costs. Unusual or expensive items should be fully explained and justified. Estimate the costs of publishing and reporting research results, including direct charges for clerical preparation, illustrations, reprints, and distribution.

h. Subaward Costs: A description of services or materials that are to be awarded by subcontract or subgrant is required. For awards totaling $10,000 or more, provide the following specific information:

- Identification of the type of award to be used (e.g., cost reimbursement, fixed price);
- Identification of the proposed subcontractor or subgrantee, if known, and an explanation of why and how the subcontractor or subgrantee was selected or will be selected;
- Whether the award will be competitive and, if noncompetitive, rationale to justify the absence of competition; and
- The proposed acquisition price.

i. Indirect Costs (overhead, general and administrative, and other): The most recent rates, dates of negotiation, base(s), and periods to which the rates apply should be disclosed with a statement identifying whether the proposed rates are provisional or fixed.

j. Total Costs for the Entire Proposed Period of Support (second page of the Detailed Cost Estimate form): Enter the totals under each budget category for all additional years of support requested and itemize these totals in the Budget Justification section of the Detailed Cost Estimate form. Note with an asterisk (*) and explain any significant increases or decreases from the initial year budget. All amounts should be in U.S. dollars. Total costs for the entire proposed period of support should equal the amount previously entered online in the Proposal Information https://cdmrp.org/proposals.

3. Budget Justification (third page of the Detailed Cost Estimate form): Each item in the budget should be clearly justified under the Budget Justification section of the Detailed Cost Estimate form.

H. Regulatory Requirements: Completed and signed copies of the Certificate of Environmental Compliance and Principal Investigator Safety Program Assurance form must be uploaded under the "Required Files" tab of the CDMRP eReceipt system as separate PDF files.

Do not submit other regulatory documents (Research Involving Human Subjects and/or Anatomical Substances/Cadavers; Research Involving Animals) with the proposal. Instead, the applicant should provide these documents to the USAMRMC only upon request.

I. USAMRAA Required Documents: The most current version of the institution's negotiated "Rate Agreement," the "Certifications and Assurances for Assistance Agreements", and the "Representations for Assistance Agreements" must be uploaded by the Contract Representative from the Sponsored Programs Office (or equivalent). These documents must be uploaded as separate PDF files under the Contract Representative's "My Profile" tab of the CDMRP eReceipt system prior to negotiations.

J. Submission Date and Time: Proposals must be approved on the CDMRP eReceipt system by the Contract Representative at the applicant's institution's Sponsored Programs Office (or

equivalent) by the deadline. If your proposal is either incomplete or not approved electronically before the deadline, it will not be considered for review. The eReceipt system will **not** accept data entry, file uploads, or approvals submitted after the 5:00 p.m. Eastern time June 7, 2005 deadline.

The timeline for the Therapeutic Development Award is:

Online Letter of Intent:	Expected by **May 17, 2005**
Online Proposal Information:	Prior to proposal submission
Proposal Submission/Approval Deadline:	**5:00 p.m. Eastern time June 7, 2005**
Peer Review:	July 2005
Programmatic Review:	September 2005
Request for Additional Documents:	As early as 2 weeks after the completion of programmatic review
Notification Letter:	Approximately 4 weeks after programmatic review
Award Start Date:	Anticipated between October 2005 and September 2006

K. Electronic Submission Requirements: Electronic submission is required. Proposals will be accepted only as PDF files submitted through the CDMRP eReceipt system at https://cdmrp.org/proposals.

Several steps are critical to successful proposal submission:

- The Proposal Information must be submitted prior to submission of the proposal. Applicants are encouraged to begin this part of the submission process early.
- Proposal Contacts must be submitted prior to submission of the proposal. The e-mail address of a Contract Representative from the Sponsored Programs Office (or equivalent) must be included in the Proposal Contacts. Applicants are encouraged to begin this part of the submission process early.
- Applicants are encouraged to coordinate early with their Sponsored Programs Office (or equivalent).
- The Contract Representative from the Sponsored Programs Office (or equivalent) who is authorized to negotiate on behalf of the institution is required to provide final approval before the proposal is accepted.
- The eReceipt system will **not** accept data entry, file uploads, or approvals submitted after the 5:00 p.m. Eastern time June 7, 2005 deadline.
- Any supporting documentation that the applicant includes with the proposal must be incorporated into the PDF file prior to upload.
- Some items to be included in the proposal will need to be scanned. These items might include figures, tables, letters, or publications. All scanned documents, including figures, tables, and graphs, should be scanned at a resolution of 300-400 dpi or less.

- Budget Information includes the Detailed Cost Estimate form and the Budget Justification form. Budget Information must be uploaded under the "Required Files" tab of the CDMRP eReceipt system.
- The regulatory documents required at submission include a completed, signed Certificate of Environmental Compliance and a completed, signed Principal Investigator Safety Program Assurance form. These must be uploaded under the "Required Files" tab of the CDMRP eReceipt system.

VI. PROPOSAL REVIEW INFORMATION

A. Proposal Review and Selection Overview

1. Process: The CDMRP uses a two-tier review process for proposal evaluation. The two tiers are fundamentally different. The first tier is a scientific peer review of proposals against established criteria for determination of scientific merit. The second tier is a programmatic review of proposals that compares submissions to each other and recommends proposals for funding based on scientific merit as well as overall program goals.

2. Peer Review: Peer review is conducted by panels organized according to scientific discipline or specialty area. The primary responsibility of the peer review panels is to provide unbiased, expert advice on the scientific/technical merit and relevance of proposals based on the review criteria published for each award mechanism.

Peer review panels are composed of a chair, scientific reviewers, consumer reviewers, and a nonvoting scientific review administrator. Scientific reviewers are selected based on their expertise and their experience with scientific peer review. Consumer reviewers are nominated by an advocacy or support organization and are selected on the basis of their leadership skills, commitment to advocacy, and interest in science. Consumers augment the peer review by bringing the patient perspective to the assessment of science and to the relevance of research.

Panel members rate each proposal based on specific evaluation criteria developed for each award mechanism (see below). Two types of ratings are used. First, each of the evaluation criteria, except for the budget, is rated on a scale of 1 (lowest merit) to 10 (highest merit). This criteria scoring ensures that each component is considered in peer review. Second, the overall proposal is given a global priority score using a scale of 1 (highest merit) to 5 (lowest merit). Criteria scores are neither averaged nor mathematically manipulated to determine the global priority score. Instead, reviewers are asked to use the criteria scores as a guide in determining the global priority score. In rare instances, a proposal may be disapproved at peer review if gravely hazardous or unethical procedures are involved, or if the proposal is so seriously flawed that its completion is implausible.

The peer review summary statement is a product of scientific peer review. Each summary statement includes the peer review scores and an evaluation of the project as assessed by the peer reviewers according to the evaluation criteria published in this

program announcement.

3. Programmatic Review: The second tier is programmatic review. Programmatic review is accomplished by the IP, which is composed of scientists, clinicians, and consumer advocates. The scientific members of the IP represent diverse disciplines and specialty areas, and the consumer members represent national advocacy constituencies. One of the functions of programmatic review is to maintain a broad portfolio of grants across all disciplines. Programmatic review is a comparison-based process in which proposals from multiple research areas compete in a common pool. IP members primarily use the peer review summary statements and the proposal abstracts. SOWs may also be reviewed. Full proposals are not forwarded to programmatic review.

HBCU/MI proposals will be reviewed concurrently with all others in the same research area during scientific peer review, but may be evaluated separately during programmatic review. Consistent with the CDMRP's goal, recommendations for funding HBCU/MI submissions will be based on scientific excellence and program relevance.

B. Review Criteria

1. Peer Review: Therapeutic Development Award proposals will be evaluated according to the following criteria:

- **Research Strategy:** Does the applicant provide preliminary data that support the approach and scientific rationale for the development of the proposed product? Are the conceptual framework, design, methods, and analyses adequately developed and well integrated to support the feasibility, aims, and promise of the approach? For product-driven research, is the experimental design sound and well developed with sufficient statistical power (as appropriate) to lead to proposed products? For hypothesis-driven research, is the experimental design sound and well developed with sufficient statistical power (as appropriate) to lead to proposed results? Does the applicant acknowledge potential problems and consider alternative approaches? Does the study have clear product-driven endpoints?
    - As appropriate, are the screening assays and preclinical models suitable for identification and/or pharmacological/pharmacokinetic assessment of agents or modalities with therapeutic potential for CML?
    - As appropriate, does the proposed pilot large-scale production adhere to GMP standards and provide sufficient quantities of product for future studies?
    - As appropriate, are the protocols designed for ADMET testing suitable for the elucidation of data necessary for the advancement of the agents and/or modalities to IND application?
    - As appropriate, does the proposal detail a suitable plan for generating the scientific data needed for an IND application?
- **Disease/Therapeutic Relevance:** Does the study address one or more of the programmatic interests (identification of lead agents through screening of small

molecule libraries; evaluation of novel and/or existing therapeutic modalities in preclinical model systems; design and implementation of pilot GMP production of therapeutics; testing of pharmacological agents through advanced preclinical toxicology; and/or development of IND materials)? Does the applicant make a convincing case for the relevance of the study to the development of therapeutics for CML? Does this study address a critical and/or underserved problem in CML therapeutic development? Is evidence provided for the predictive clinical value of the research? How does this research advance the agenda of bringing CML-specific therapies to clinical trials? If agents are being screened or tested, how relevant are they to CML? Do proposed IND application(s) address specificity to CML? For product-driven research, what will be the effect of the proposed products on clinical application of therapeutics in CML? For hypothesis-driven research, what will be the effect of these studies on the concepts or methods that drive therapeutic development? How will the project, if successful, contribute to the goal of eradicating CML? Has the investigator described how the proposed work would ultimately impact the quality of life of CML patients and their families?

- **Innovation:** Is the proposed project and/or product innovative in research methods or technologies, clinical interventions, adaptations of existing methods or technologies, or in other ways? Does the project propose new paradigms, challenge existing paradigms, or address underexplored or unexplored areas? Is the project one for which innovation is not necessary?
- **PI and Personnel:** Is the PI trained appropriately and well suited to develop the proposed product? Are the other scientific personnel qualified to develop the product? Is there appropriate representation from all areas of expertise needed to conduct the study and develop the products? **For proposals involving consortia:** Is the team appropriate for addressing the proposed project and developing the products? Does the team include scientists and/or clinicians from at least two institutions? Are letters of collaboration provided for any proposed collaborative arrangements?
- **Environment:** Is there evidence that the scientific infrastructure appropriate for the proposed product development? Is there evidence of institutional support for all personnel? **For proposals involving consortia:** Is there evidence that the consortium is goal-focused? Is there adequate synergy between and among the members? Is there a clear plan for interaction between and among members? Is there a clear description of the plan for sharing and evaluating data in real time between and among members? Do the institutions/organizations involved in the project strengthen the proposal? Is there evidence of an intellectual and material property management plan that is agreed upon by all participating institutions? Have the institutions involved provided assurance of cooperation to remove institutional barriers to ensure the successful establishment and maintenance of the consortium as a whole?
- **Budget:** Is the budget appropriate for the product development proposed? If appropriate, is there a clear and fair description of the distribution of funds among members of the consortium? Is appropriate cost sharing for major equipment delineated?

- **Product:** Is the proposed product specific for CML? Does the product address underdeveloped or novel critical needs in clinical agent development and/or therapeutics in CML? Does the product significantly advance the development of new therapeutics for CML? Will the product provide novel therapeutics with direct clinical application for CML?

2. Programmatic Review: The ratings and evaluations of scientific peer review panels are primary factors in programmatic review. The IP also considers other criteria to maintain the CMLRP's broad portfolio. The criteria the IP uses to make funding recommendations are:

- Ratings and evaluations of the scientific peer review panels;
- Programmatic relevance;
- Relative innovation; and
- Program portfolio balance with respect to research disciplines or specialty areas; and
- Adherence to the intent of the award mechanism.

Scientifically sound proposals that best fulfill the above criteria and most effectively address the unique focus and goals of the program are selected by the IP and recommended to the Commanding General, USAMRMC, for funding.

VII. AWARD ADMINISTRATION INFORMATION

A. Award Notices: After the two-tier evaluation process is completed, every applicant will receive notification of the award status of his or her proposal and a copy of the peer review summary statement. Applicants can expect to be notified of the agency's decision in October 2005.

B. Administrative Requirements: All awards are made to organizations, not individuals. A PI should submit a proposal through, and be employed by or affiliated with, a university, college, nonprofit research institution, commercial firm, or government agency (including military laboratories) to receive support. To be eligible for an award, a prospective recipient should meet certain minimum standards pertaining to institutional support, financial resources, prior record of performance, integrity, organization, experience, operational controls, facilities, and conformance with safety and environmental statutes and regulations (OMB Circular A-110 and DOD Grant and Agreement Regulations). *Any organization requesting receipt of an award from this announcement must be registered in the Central Contractor Registration (CCR) database. Access to the CCR online registration is through the CCR homepage at http://www.ccr.gov/*

Any change in the institution, the PI, and/or the SOW will require that the PI resubmit contact information. Any delay in the submission of updated information could result in a delay in the contracting and regulatory review and a subsequent delay in payment.

C. Award Negotiation: Award negotiation consists of discussions, reviews, and justifications of critical issues involving the USAMRAA. A Contract Specialist and/or representative from the

USAMRAA will contact the Contract Representative from the Sponsored Programs Office (or equivalent) who is authorized to negotiate contracts and grants at the applicant's institution. As part of the negotiation process, additional documentation and justifications related to the proposed SOW and associated budgets may be required.

Note that the award start date will be determined during the negotiation process.

D. Regulatory Review

1. Overview: Concurrent with the USAMRAA negotiation, the Office of Surety, Safety and Environment will review the Certificate of Environmental Compliance and the Principal Investigator Safety Program Assurance form submitted with the proposal. The applicable USAMRMC regulatory office will review documents related to research involving animal use, human subjects/anatomical substance use, and cadaver use submitted upon request to ensure that Army regulations are met.

2. Certificate of Environmental Compliance: The Certificate of Environmental Compliance must be submitted with the proposal. If multiple research sites/institutions are funded in your proposal, then a Certificate of Environmental Compliance for each site will be requested at a later date.

3. Safety Program Documents: The Principal Investigator Safety Program Assurance form must be submitted with the proposal.

A Facility Safety Plan is also required and will be requested at a later date. However, your institution may already have an approved Facility Safety Plan. To determine the status of approval, check the USAMRMC website at https://mrmc.detrick.army.mil/crprcqsohdfsplan.asp. If your institution is not listed on the aforementioned website, contact your Facility Safety Director/Manager to initiate completion of the institution-based Facility Safety Plan. Specific requirements for the Safety Program Plan can be found at https://mrmc.detrick.army.mil/docs/rcq/FY02FSPAppendix.doc.

If multiple research sites/institutions are funded in your proposal, then a Facility Safety Plan for each site/institution not listed in the aforementioned website will be requested at a later date.

4. Research Involving Animal Use: Animal use documents should not be submitted with the proposal and will be requested at a later date. Specific requirements for research involving animals can be found at https://mrmc.detrick.army.mil/docs/rcq/FY05AnimalAppendix.doc.

5. Research Involving Human Subjects/Anatomical Substances/Cadavers: (See Subsection V.H for information pertaining to the submission of human subjects and/or human anatomical substances documents or cadavers.) In addition to local Institutional Review Board (IRB) approval to conduct research involving human subjects and/or anatomical substances or cadavers, a second tier of IRB review and approval is also required

by the DOD. This second review is conducted by the Human Subjects Research Review Board (HSRRB), which is administered by the USAMRMC Office of Research Protections (ORP) (formerly Regulatory Compliance and Quality). The HSRRB is mandated to comply with specific laws and directives governing all research involving human subjects that is conducted or supported by the DOD. These laws and directives are rigorous and detailed and will require information in addition to that supplied to the local review board. For example:

- Intent to Benefit. Before writing a research protocol, investigators must consider the requirements of Title 10 United States Code 980, which are applicable to DOD-sponsored research. Title 10 United States Code 980 requires that "Funds appropriated to the Department of Defense may not be used for research involving a human being as an experimental subject unless (1) the informed consent of the subject is obtained in advance; or (2) in the case of research intended to be beneficial to the subject, the informed consent may be obtained from a legal representative of the subject."
- Furthermore and consistent with the Common Federal Policy for the Protection of Human Subjects, if an individual cannot give his or her own consent to participate in a research study, consent of the individual's legally authorized representative must be obtained prior to the individual's participation in the research. Moreover, an individual not legally competent to consent (e.g., incapacitated individuals, incompetents, minors) may not be enrolled in DOD-sponsored research unless the research is intended to benefit each subject enrolled in the study. For example, a subject may benefit directly from medical treatment or surveillance beyond the standard of care. Investigators should be aware that this law makes placebo-controlled clinical trials problematic because of the "intent to benefit" requirement whenever participation is sought of subjects from whom consent must be obtained by the legally authorized representative.

Specific requirements for research involving human subjects, human anatomical substances, and/or cadavers can be found at https://mrmc.detrick.army.mil/docs/rcq/HumanSubjectsAppendix(13May04).doc.
An informed consent form template can be located at https://mrmc.detrick.army.mil/docs/rcq/Proconsent/ConsentFormGuidelines.doc.

6. Award/Regulatory Approval: Once an award is made, the applicant may not use, employ, or subcontract for the use of any human subjects, human anatomical substances, or laboratory animals without written approval from the applicable USAMRMC regulatory office. The applicable USAMRMC regulatory office will forward these written approvals directly to the applicant.

E. Reporting: All research awards will require the timely delivery of several reports during the research effort.

- **Research Progress Report Requirements:** Reporting requirements consist of an annual report (for each year of research except the final year) that presents a detailed summary

of scientific issues and accomplishments and a final report (submitted in the last year of the award period) that details the findings and issues for the entire project.

- **Fiscal Report Requirements:** Quarterly fiscal report requirements may include the Standard Form Report, SF 272, Federal Cash Transaction, used for grants and cooperative agreements to track the expenditure of funds on the research project.

VIII. OTHER INFORMATION

A. Disclosure of Proprietary Information outside the Government: By submission of a proposal, the applicant understands that proprietary information may be disclosed outside the Government for the sole purpose of technical evaluation. The USAMRMC will obtain a written agreement from the evaluator that proprietary information in the proposal will only be used for evaluation purposes and will not be further disclosed or used. Funded proposals may be subject to public release under the Freedom of Information Act; proposals that are not selected for funding will not be subject to public release.

B. Government Obligation: Applicants are cautioned that only an appointed Contracting/Grants Officer may obligate the Government to the expenditure of funds. No commitment on the part of the Government to fund preparation of a proposal or to support research should be inferred from discussions with a technical project officer. Applicants who, or organizations that, make financial or other commitments for a research effort in the absence of an actual legal obligation signed by the USAMRAA Contracting/Grants Officer do so at their own risk.

C. Information Service: Offerors may use the technical reference facilities of the National Technical Information Service, 5285 Port Royal Road, Springfield, Virginia 22161, for the purpose of surveying existing knowledge and avoiding needless duplication of scientific and engineering effort and the expenditure thereby represented. To the extent practical, all other sources should also be consulted for the same purpose.

D. Inquiry Review Panel: Applicants can submit a letter of inquiry to the USAMRMC in response to funding decisions made for a given proposal. Members of the CDMRP staff, the USAMRMC Judge Advocate General staff, and the USAMRAA Grants Officers constitute an

Inquiry Review Panel and review each inquiry to determine whether factual or procedural errors in either peer or programmatic review have occurred, and if so, what action should be taken.

E. Title to Inventions and Patents: In accordance with the Bayh-Dole Act (35 USC 200 et seq. [2]), title to inventions and patents resulting from such federally funded research may be held by the grantee or its collaborator, but the U.S. Government shall, at a minimum, retain nonexclusive rights for the use of such inventions. An investigator must follow the instructions in the assistance agreement concerning license agreements and patents.

[2]Title 35, United States Code, Section 200 et seq.

F. J-1 Visa Waiver: It is the responsibility of the awardee to ensure that the research staff is able to complete the work without intercession by the DOD for a J-1 Visa Waiver on behalf of a foreign national in the United States under a J-1 Visa.

IX. ACRONYM LIST

ADMET	Adsorption, Distribution, Excretion and Toxicity
AVI	Audio Video Interleave
CCR	Central Contractor Registration
CDMRP	Congressionally Directed Medical Research Programs
CFDA	Catalog of Federal Domestic Assistance
CMLRP	Chronic Myelogenous Leukemia Research Program
DOD	Department of Defense
FY	Fiscal Year
GMP	Good Manufacturing Practice
HBCU/MI	Historically Black Colleges and Universities/Minority Institutions
HSRRB	Human Subjects Research Review Board
IND	Investigational New Drug
IP	Integration Panel
IRB	Institutional Review Board
M	Million
MPEG	Moving Picture Experts Group
OMB	Office of Management and Budget
ORP	Office of Research Protections (formerly Regulatory Compliance and Quality)
PDF	Portable Document Format
PI	Principal Investigator
SOW	Statement of Work
TDA	Therapeutic Development Award
USAMRAA	US Army Medical Research Acquisition Activity
USAMRMC	US Army Medical Research and Materiel Command
USC	United States Code
WAV	Wave