



AMERICAN CANCER SOCIETY

**REQUEST FOR APPLICATIONS:
CANCER HEALTH RESEARCH CENTER**

AWARD OVERVIEW AND RFA POLICIES

EFFECTIVE APRIL 2025

ELECTRONIC APPLICATION DEADLINE: June 2, 2025

AMERICAN CANCER SOCIETY, INC.

Extramural Discovery Science Department

Program Contact: Joanne Elena, PhD, MPH (joanne.elena@cancer.org)

Web site link to RFA: [HERE](#)

MISSION

The **American Cancer Society**'s mission is to improve the lives of people with cancer and their families through advocacy, research, and patient support, to ensure everyone has an opportunity to prevent, detect, treat, and survive cancer.

Table of Contents

| | |
|---|----|
| 1. PROGRAM OVERVIEW | 3 |
| 2. RESEARCH TO BE FUNDED | 3 |
| 3. APPLICATION DEADLINE, NOTIFICATIONS, AND PEER REVIEW | 3 |
| 4. RESUBMISSION OF UNFUNDED GRANTS | 4 |
| 5. RENEWAL OF CHERC AWARDS | 4 |
| 6. ELIGIBILITY | 4 |
| 7. CHERC GRANT TERMS | 6 |
| 8. ADDITIONAL ACS GRANT POLICIES | 13 |
| 9. SUB-AWARD GRANT MECHANISMS | 13 |
| A. CLINICIAN SCIENTIST DEVELOPMENT GRANT (CSDG) | 13 |
| B. RESEARCH SCHOLAR GRANT (RSG) | 15 |

1. PROGRAM OVERVIEW

Societal conditions where people are born, grow up, live, work, worship, and age, have a profound effect on their health, access to cancer care, and ability to carry out care recommendations. Addressing the root causes of cancer health disparities in the context of these social and structural drivers of health is essential to accelerate progress in equitable cancer prevention and care research. Interwoven factors of wealth, discrimination, education, employment, geography, language, neighborhood, health systems, insurance coverage, and access to care all intersect to impact health outcomes. There is a critical need for research that understands the context surrounding these health disparities, proposes and tests tangible, impactful solutions, and values community input for equitable access to high-quality cancer care and ways in which optimal outcomes can be achieved.

As part of the American Cancer Society (ACS)' mission to promote fair and just opportunities to prevent, detect, treat, and survive cancer, ACS has created the **Cancer Health Research Center** (CHERC) program. CHERCs are designed to address cancer health inequities that affect local or regional communities.

2. RESEARCH TO BE FUNDED

Successful applications will propose well-designed research projects poised to make an impact on their local community within the framework of a coordinated center approach that's focused on demonstrated health inequities. Projects may span the cancer continuum and include health promotion, cancer prevention, screening, treatment, access to care, care delivery, and/or survivorship. There are many examples of health inequities affecting the population of the United States. ACS has identified the following priority areas. Additional topics may be considered with appropriate justification.

CHERC Priority Areas:

- Rural Communities/Access to Health
- Early Onset Cancers
- Racial/Ethnic Disparities- Asian, Hispanic, Black, American Indians/Alaskan Natives
- Immigrant populations (Nativity, Acculturation, Language barriers)
- Sexual/Gender Minorities
- Age-specific Needs (Pediatrics, Adolescent/Young Adults, Older Adults)
- Environmental Justice (Radon, Climate Change)
- Physical and Mental Disabilities

This RFA is a call for solution-based research addressing cancer health disparities that will enable fair and just opportunities to prevent, detect, and survive cancer for everyone. Due to the complexities associated with social and structural drivers of health that are responsible for cancer inequities, we encourage multilevel models and research that addresses these interrelated factors. Applicants should demonstrate their ability to reach populations of interest and describe how the proposed methodologies will produce meaningful results.

In support of its overall mission, the CHERC should establish a Supportive Core that is managed and coordinated by the Principal Investigator (PI). The Supportive Core should include operational and scientific activities designed to develop, promote, and enhance the scientific agenda of the CHERC, creating an optimal environment to address health equity research.

3. APPLICATION DEADLINE, NOTIFICATIONS, AND PEER REVIEW

Applications must be submitted electronically via ProposalCentral by 11:59 PM EST on June 2, 2025. No supplemental materials will be accepted after the deadline unless requested by staff for administrative purposes or when requested by the reviewers.

After receipt of the application, applicants will receive an email acknowledgement providing an application number, the assigned peer review committee, and the name of their Scientific Director with contact information. This email will be sent to the email address in the professional profile supplied at the time of submission in ProposalCentral. Be certain the email address listed in your professional profile is active, since it will be used to notify you throughout the review and award process.

A special peer review committee, with all necessary subject matter expertise, will be created to review the CHERC applications. Each application will be assigned to at least 2 scientific reviewers and one community research partner (usually no formal training as a scientist or health professional but has a strong personal interest in advancing the effort to control and prevent cancer through research) for independent and confidential review. Refer to the CHERC application instructions for the evaluation criteria.

After the peer review committee discusses and scores the applications, it provides the application ranking, along with critiques of the applications and scores, to be utilized for making funding decisions.

Post-Review Notification. Peer review will take place in September. Applicants will receive the reviewers' critiques approximately 4-6 weeks after peer review. Final funding decisions will be communicated approximately 10-12 weeks after review.

4. RESUBMISSION OF UNFUNDED GRANTS

Unfunded CHERC applications may be resubmitted up to 2 times. The entire CHERC (Center and all Sub-Awards) may be resubmitted, or, if requested by the program office, individual Sub-Award projects may be resubmitted, if they did not receive a fundable score during review. Resubmitted CHERC applications are reviewed in the same detail as new applications and compete with new applications on an equal basis.

5. RENEWAL OF CHERC AWARDS

Previous CHERC awardees may submit applications for competitive renewals. CHERC awards may be renewed one time. The CHERC PI may remain the same, but the research projects and/or personnel should be substantially modified. The sub-awards supported under the CHERC must propose different projects in the renewal. Refer to the CHERC application instructions for required renewal application components and submission details.

6. ELIGIBILITY

A. Eligible Institutions and Institutional Responsibilities

The Society's grants and awards are made to not-for-profit institutions located within the US and its territories. Eligible institutions should meet the following criteria:

- A current letter from the Internal Revenue Service conferring nonprofit status.
- Evidence of an active research program with a track record of extramural funding and publications in peer reviewed journals
- Documentations of appropriate resources and infrastructure to support the proposed research, including:
 - Adequate facilities and services
 - Fiscal and grants management infrastructure to ensure compliance with ACS policies and with federal policies regarding protections for human and animal subjects (e.g., a sponsored programs office or a contract with an IRB or IACUC)
 - A process for appointment and promotion equivalent to those in academic settings for staff scientists if appropriate to the grant mechanism; and

- Evidence of education, training, and mentoring for fellows and early-stage researchers if appropriate to the grant mechanism and applicant.

Grant applications will not be accepted, nor will grants be made, for research conducted at:

- For-profit institutions;
- Federal government agencies (including the National Laboratories);
- Organizations supported entirely by the federal government (except postdoctoral fellowship applications);
- Organizations that primarily benefit federal government entities, such as foundations operated by or for the benefit of Veterans Affairs Medical Centers (VAMC). However, qualified academic institutions may submit applications on behalf of a VAMC if a Dean's Committee Memorandum of Affiliation is in effect between the 2 institutions

Subcontracting Institutions: Grants may include subcontracts with secondary institutions. Subcontracts for the research project may be with public or private institutions, provided they do not violate ACS policies. Subcontracts involving a contractor residing outside the borders of the United States are not permitted, unless the applicant can document that it is not feasible to have the work performed within the United States.

Institutional Responsibilities:

The American Cancer Society does not assume responsibility for the conduct of the activities that the grant supports, or for the acts of the grant recipient, because both are under the direction and control of the grantee institution and subject to its medical and scientific policies.

Every grantee institution must safeguard the rights and welfare of individuals who participate as subjects in research activities by reviewing proposed activities through an institutional review board (IRB), as specified by the National Institutes of Health Office for Human Research Protections of the US Department of Health and Human Services (DHHS).

Furthermore, applicants, applicant institutions, and grantee institutions must adhere to DHHS guidelines as well as ACS guidelines regarding conflicts of interest, recombinant DNA, scientific misconduct, and all other applicable ACS policies and procedures.

To signify agreement with all ACS policies and procedures, an application for a grant must bear the e-signature of the principal investigator. Space is provided for e-signatures for the departmental chair (or equivalent) and institutional official to accommodate institution-specific requirements for proposal submissions, but neither are required for submission to ACS. **Note:** the PI must enable other users' access to the application on ProposalCentral to permit their e-signatures.

Once a grant is awarded, an institutional official's signature is required to signify institutional agreement with all ACS policies and procedures. The institution is responsible for verifying that all documentation related to the grant is correct, including all representations made by any named researcher (e.g., position or title). Further, the institution is responsible for verifying that the grantee is either a US citizen, a permanent resident with a Resident Alien Card ("Green Card") where applicable, or a non-US Citizen with required US government visa status. If the award does not require US citizenship or permanent residency, the institution is responsible for documenting the grantee's legal eligibility to work in the US for the duration of the award.

It is the responsibility of the institution to immediately report to ACS any finding that any information presented to ACS in connection with the application and/or grant is false. It is also the responsibility of the institution to immediately report to ACS any action including recertification,

loss of certification, breach of contract, misconduct, or change in employment status for a named researcher with the institution. This includes administrative leave, which may occur during the term of any award pertinent to the work described in the grant application.

Failure to abide by the terms above, or by any other ACS policy or procedure, may result in suspension or cancellation of the grant, at the sole discretion of ACS. By accepting an American Cancer Society award, you agree to the Guidelines for Maintaining Research and Peer Review Integrity found in the Appendix of the [Standard Grant Policies](#).

B. Eligible Investigators

Co-PIs or Multi-PIs are not allowed.

The CHERC Principal Investigator (PI) must be an independent researcher at an eligible US academic institution or non-profit. Applicants from underrepresented groups and from Minority Serving Institutions (MSIs) are encouraged to apply.

The CHERC PI must have a strong track record addressing cancer health equity as evidenced by extramural cancer research funding, mentoring junior investigators, publications in peer-reviewed journals, and administrative/leadership experience.

- The CHERC PI **may not** be a Sub-Award PI. The CHERC PI may be included as personnel on a sub-award, including the primary mentor of a CSDG.

Note: Scientific investigators or individuals who are funded for any project by the tobacco industry, or whose named mentors are so funded, are not eligible for ACS grants. See our full policy regarding Tobacco-Industry funding in our [Standard Grant Policies](#) document.

7. CHERC GRANT TERMS

A. BUDGET AND AWARD PERIOD

A total budget of \$4.07 M (\$3.7M direct costs plus 10% indirect cost) for a 4-year project period will be given as an institutional block grant to support research sub-awards, CHERC Supportive Core activities, collaboration, training, and community engagement. There is no designated budget cap for the CHERC Supportive Core, but all activities must be included in the budget justification.

B. INDIRECT COSTS

The CHERC can budget 10% indirect costs of the direct cost total. The calculation of allowable indirect costs includes all budget items except permanent equipment.

Sub-Awards at the CHERC institution do not claim indirect costs individually but are included in the direct cost total of the Center's budget. However, Sub-Awards at institutions other than the CHERC institution may budget indirect costs – 10% for RSG and 8% for CSDG. Subcontracts may claim indirect costs for the work performed at the secondary institution (10% for RSG or 8% for CSDG), but the primary institution must exclude the subcontract direct costs when calculating their indirect cost total.

C. GRANT MANAGEMENT AND PAYMENTS

New grantees will receive a packet of information with instructions for activating the award. The activation form as well as other important information about the grant can be found at <https://proposalcentral.com/> (select the Award tab to see the Post Award Management site). The activation form, which is due approximately 1 month before the anticipated grant start, must be submitted and processed before payments can begin. If this is not possible the grantee may need to delay the start of the award.

Grant payments will be made at the end of each month. The ACS makes all payments to the sponsoring institution via electronic funds transfer or via a mailed check depending on the preference selected on the grant activation form.

Acknowledgement of payment by the sponsoring institution is not required. Continued funding by ACS throughout the grant period is contingent upon the institution's compliance with all terms related to the grant; failure to comply with all of the grant terms may result in a suspension or cancellation of the grant, to be determined by ACS at its sole discretion.

Note: If a Sub-Award is terminated early for any reason, the Sub-Award PI is only entitled to the pro-rated amount of the award.

Personnel compensated in whole or in part with funds from the ACS are not employees of the Society. Consequently, institutions are responsible for issuing appropriate IRS tax filings for all individuals receiving compensation from ACS grants, and for withholding and paying all required federal, state, and local payroll taxes for such compensation. Any tax consequences are the responsibility of the individual recipient and the sponsoring institution. We advise all grant and award recipients to consult a tax advisor regarding the status of their awards.

D. PROGRESS REPORTING

All progress reporting forms are available at <https://proposalcentral.com/> under the "Deliverables" tab. Annual and final research progress reports are required for the Center and all Sub-Awards. The Center Principal Investigator must submit a report of the annual Cancer Health Research Center progress within 60 days after the first and subsequent anniversaries of the start date of the grant. This report shall consist of the following:

- The name of each awardee with degree(s).
- The title of the project, its term, and the amount awarded; and
- A copy of each Sub-Award's technical abstract submitted initially with the Cancer Health Research Center project application.

The CHERC PI is responsible for collecting and uploading annual progress reports for the Sub-Award projects. These can be uploaded as attachments with the Center's annual progress report deliverable.

Separately, the Technology Transfer Officer at the institution is required to submit a yearly Intellectual Property (IP) report.

A final progress report is due within 60 days after the grant has terminated. The final report should cover the entire grant period for the Center and the Sub-Awards. In the event a grant is extended without additional funds or is terminated early, the final report is due 60 days after the new termination date of the grant.

Please note that up-to-date annual reports are required when requesting any grant modifications, including institutional transfers or no-cost extensions. If reports cannot be submitted in a timely manner, the CHERC PI should inform the program office.

E. FINANCIAL RECORDS AND REPORTING

For the Society's purposes, funds are considered expended once they have been allocated from the Cancer Health Research Center to the individual investigator, who has 3-4 years to spend the monies, depending on the Sub-Award mechanism. Annual financial reports are not required, and funds remaining at the end of each year are automatically carried over to the next year. For funds remaining at the end of the grant term, see guidance regarding No Cost Extensions.

The final report of expenditures (ROE) is due 90 days following the expiration date of the project period stated in the award letter. An electronic report of expenditures must be submitted in [ProposalCentral Post-Award Management](#). Signatures of the principal investigator and the institution's financial officer are required. Any unexpended funds must be returned to the Society. If the final ROE cannot be submitted in a timely manner, the CHERC PI should inform the program office.

For example, if a Cancer Health Research Center was in effect from January 1, 2025, to December 31, 2028, the report of expenditures will be due on March 31, 2029.

Unexpended funds should be returned to the following mailing address:

American Cancer Society Inc.
Attn: Grants Coordinator, Discovery
P.O. Box 720310
Oklahoma City, OK 73172

Institutions must maintain separate accounts for each grant, with substantiating invoices available for audit by representatives of the ACS. The Society is not responsible for expenditures made prior to the start date of the grant, costs incurred after termination or cancellation of the grant, costs incurred after the last date at the current institution, in the event of a transfer and, commitments against a grant not paid within 60 days following the expiration date, or any expenditures that exceed the total amount of the award. (See also Section K, "Cancellation.")

F. EXPENDITURES

This award is not designed to cover the total cost of a Cancer Health Research Center. Furthermore, American Cancer Society *research* grants are not designed to cover the total cost of the research proposed or the investigator's entire compensation. The grantee's institution is expected to provide the required physical facilities and administrative services normally available at an institution.

The budget of the CHERC may include partial salary support for the Cancer Health Research Center Principal Investigator; a minimum of 10% effort is required for the CHERC PI.

The budget should include funds for the Supportive Core. The Supportive Core should include operational and scientific activities designed to develop, promote, and enhance the scientific agenda of the CHERC, creating an optimal environment to address health equity research. Acceptable activities may include developing commonly used methods and tools, sharing resources, collaborations, facilitating relevant mentoring and training, pilot projects, community engagement, and disseminating research findings.

The Society is flexible in response to the changing needs of a research program. The CHERC PI may make minor alterations (changes <\$15,000 per year) within the approved budget except where such expenditures conflict with the policies of the Society. Major changes in expenditures (≥\$15,000 per year) require written approval from your Scientific Director. However, for permanent equipment, the annual threshold requiring written approval is ≥\$5,000. Contact your Scientific Director for guidance.

In addition, the Society's **research grants** do NOT provide funds (direct budget) for such items as:

- **Administrative**
 - Secretarial or administrative salaries not specifically related to a research project.
 - Membership dues

- **Tuition, books, and fees**
 - Student tuition and fees (graduate or undergraduate). However, tuition is an allowable expense for the principal investigator of a Clinician Scientist Development Grant.
 - Books and periodicals, except required texts for coursework in the approved training plan for Clinician Scientist Development Grants.
- **Office or laboratory setup and expenses**
 - Office and laboratory furniture
 - Office equipment and supplies
 - Rental of office or laboratory space
 - Construction, renovation, or maintenance of buildings or laboratories,
- **Other**
 - Recruiting and relocation expenses for personnel
 - Non-medical services to patients (travel to a clinical site or patient incentives are allowable expenses)

Society research and mentored grant funds may be used for computers for research and training purposes, which can be purchased with direct funds from the equipment budget. See specific policies for each Sub-Award mechanism.

G. OWNERSHIP OF EQUIPMENT

Equipment purchased under ACS research grants or grant extensions is for use by the principal investigator and collaborators. Title of such equipment shall be vested in the institution at which the principal investigator is conducting the research. In the event the ACS authorizes the transfer of a grant to another institution, equipment necessary for continuation of the research project purchased with the grant funds may be transferred to the new institution, and title to such equipment shall be vested in the new institution.

H. INTELLECTUAL PROPERTY RIGHTS

As a not-for-profit organization supported by public contributions, the Society wishes to adopt policies and practices that enhance the likelihood that potentially beneficial discoveries and inventions will be exploited to the benefit of humankind. It is the desire of the Society that such inventions be administered in such a manner that they are brought into public use at the earliest possible time. The Society recognizes that often this may be best accomplished through patenting and/or licensing of such inventions. Accordingly, the Society has adopted the following patent policy that is binding on all Grantees and not-for-profit Grantee Institutions (hereinafter "Grantee"), excluding postdoctoral fellowship Grantees at the National Institutes of Health and other government laboratories, for whom the applicable patent policies of the federal government shall apply. To the extent the Grantee Institution's own policies permit individual investigators to own any right, title or interest in any Funded Invention, the Grantee Institution shall ensure that each Investigator complies with the provisions of these terms and conditions with respect to such Funded Invention.

Acceptance of a Grant from the Society constitutes acceptance of the terms and conditions of this policy. In the event of any conflict between this policy and the Grantee's policy, the terms and conditions of this policy shall govern.

- A. All notices required pursuant to this policy shall be in writing, and in this policy, the following terms shall have the meaning set forth below.
 - i. "Invention" shall mean any potentially patentable discovery, material, method, process, product, program, software or use.

- ii. "Funded Invention" shall mean any Invention made in the course of research funded in whole or in part by a Society Grant.
 - iii. "Gross Income" shall mean gross royalty income received by Grantee in respect of a Funded Invention inclusive of income from a single sale of the Funded Invention, less a total of \$25,000 towards United States patent filing fees and an additional \$25,000 USD for international patent filing fees.
 - iv. "ACS Award" shall mean the total monetary amount of the Grant provided to the Grantee.
- B. The Grantee technology transfer officer shall provide the Society with an annual report for each Funded Invention. The annual report will be due by January 31 of each calendar year after an ACS Grant Award has been received. The annual report shall include a listing or description of the following information for each Funded Invention: (1) all issued patents and pending patent applications, (2) all licenses, leases, or other revenue generating agreements, (3) all gross revenue for each preceding calendar year, (4) the filing, publication and issuance or grant of any application for a patent or other statutory right for a Funded Invention, and (5) the latest stage of development of any product arising from each Funded Invention.
- Grantee shall pay all costs and expenses incident to all applications for patents or other statutory rights and all patents and other statutory rights that issue thereon owned by Grantee (other than patent filing fees as provided for in Section A).
- C. Both the Society and Grantee, (the appropriate Grantee technology transfer officer managing Funded Invention), shall promptly inform the other of any suspected infringement of any patent covering a Funded Invention and of any misappropriation, misuse, theft or breach of confidence relating to other proprietary rights in a Funded Invention. Grantee and Society will discuss in good faith further action to be taken in this regard.
- D. Grantee will license a Funded Invention in accordance with Grantee Policy and established practices.
- E. The Society waives the receipt of income until the Gross Income from the Funded Invention exceeds \$500,000.

Once the Gross Income from a Funded Invention exceeds \$500,000, Grantee shall pay the Society annually 5% of Gross Income. Such payment shall be accompanied by an appropriate statement of account. The income to the ACS from Grants other than Mission Boost Grants and block grants will not exceed four (4) times the amount of the total ACS Award. The income to the ACS from Mission Boost Grants will not exceed ten (10) times the amount of the total Mission Boost Award. The income to the ACS from block grants where grant funding is allocated to multiple sub-award projects, such as Institutional Research Grants (IRGs) and CHERCs, shall not exceed four (4) times the portion of the total award allocated by the institution to the sub-awardee.

Payments shall be made on an annual basis by January 31, the year after the year that Income was received. Should Grantee not be able to make a payment by January 31 for any calendar year in which income was received, Grantee shall inform the Society at least seven days prior to missing a payment. Grantee shall have a grace period of 90 days to make the missed payment. Failure to make payments after the 90-day grace period will be deemed a breach of this agreement. The Society shall have the right to audit, at the Society's expense, the Grantee's books and records annually.

The term of this Agreement shall extend until the expiration of the last to expire patent in any jurisdiction that covers the Funded Invention, or three years past decline of revenue to \$0, or once the cap has been met.

F. Development and Commercialization of Funded Invention

The Society wishes to support and accelerate the commercialization and deployment of the results from Grantee's research. To help Grantee bring its Funded Invention to market as quickly as possible, Grantee shall inform the Society if Grantee decides to commercialize or seek investment in any Funded Invention. The Society requests that the Grantee offer The Society an opportunity to fund, facilitate, invest, or otherwise participate in such commercialization efforts via ACS BrightEdge, its impact venture capital fund (<https://www.acsbrightedge.org/>).

Please note that the American Cancer Society is unable to renegotiate the terms of this agreement with any individual institution.

I. PUBLICATIONS AND OTHER GRANT-RELATED COMMUNICATIONS

When and how to acknowledge your ACS grant:

Publications resulting from research or training activities supported by the American Cancer Society must contain the following acknowledgment; please do not abbreviate the funder name: "Supported by [grant number and DOI number] from the American Cancer Society." When there are multiple sources of support, the acknowledgment should read "Supported in part by [grant number and DOI number] from the American Cancer Society," along with references to other funding sources.

The Society's support should also be acknowledged by the grantee and the institution in all public communication of work resulting from this grant, including scientific abstracts (where permitted), posters at scientific meetings, press releases or other media communications, and internet-based communications.

Although there is no formal ACS approval process for publications by Society grantees, it is helpful to notify your Scientific Director when manuscripts have been accepted for publication. This will allow ample time for additional public or Society-wide notifications. If your institution plans a press release involving any of your Society-supported research, please notify the ACS communications representative (contact information on your award letter) or your Scientific Director in advance.

The American Cancer Society Extramural Discovery Science grant award process registers new grants with Crossref and assigns a Digital Object Identifier (DOI) number to each. The DOI number will allow tracking and identification of publications, patents, and other work that resulted from this grant award. The DOI link in ProposalCentral is located on the Award Details page. Your Crossref DOI link leads to a page of publicly available information about this grant award. The information on Crossref includes the grant number, the grant amount, the dates of the award, the title of the research project, the names of the investigators, the research institution, and the lay summary for the research.

The American Cancer Society Extramural Discovery Science requests the use of ORCID identifiers during the application and grant award processes. ORCID enables researchers to seamlessly track and share data between their record, funders, publishers, data repositories, and other research workflows. By virtue of accepting an ACS grant, the grant recipient agrees to allow ACS permission to connect with their ORCID ID record and automatically update their ORCID record with the grant award information.

ACS grants to you a limited, revocable, non-transferable license to use the ACS logo (as shown below) in association with your funded work. We encourage you to use it on scientific posters, Power Point presentations, and any other visual presentation about your funded work where the ACS is noted as a funding source. In turn, you agree to provide any materials featuring the ACS logo upon our request.

Permission to use the logo is limited to the uses outlined in the above paragraph. It should not imply ACS endorsement of products such as guidelines, websites, software for mobile devices (apps), tool kits, and so on.



J. GRANT MODIFICATIONS

All forms can be found under the Deliverables tab at <https://proposalcentral.com/>. Please note that up-to-date annual reports are required prior to approval of any grant modifications including transfers and no-cost extensions. **The ACS reserves the right to deny requests for extensions, leaves of absence, or transfers.**

Sub-Award specific grant modifications can be found in their respective sections [below](#).

- **Leave of absence**
Requests for a leave of absence will be handled on a case-by-case basis. If possible, please contact the Scientific Director at least 30 days prior to the proposed beginning of leave.
- **Request to transfer institution**
A grantee who plans to change institutions during the grant period must contact the Scientific Director to discuss how this will affect the CHERC award or sub-award. The CHERC PI may not transfer the CHERC to another institution, and a new PI will need to be approved by the program office.
- **Key Personnel**
Contact your Scientific Director to request modifications to Key Personnel, including a need to change a Sub-Award PI, CHERC PI, or co-investigators and collaborators.
- **No Cost Extensions**
If an extension for a Sub-Award or the CHERC is needed, the CHERC PI should discuss the request, amount of funds to be carried over, and the timeline with the ACS Scientific Director. The Scientific Director must receive this request 60 days before the expiration date of the grant. The maximum no cost extension that can be requested is for 1 year.

K. CANCELLATION OF GRANT

If a grant is to be canceled prior to the original termination date, contact your Scientific Director, and submit the cancelation form in the Deliverables tab at <https://proposalcentral.com/>. If a Sub-Award is canceled, but the overall CHERC award will remain active, contact the Scientific Director to discuss. The ACS may cancel a grant at its sole discretion if the institution fails to comply with the terms and obligations related to the grant.

In the event a grant is canceled, the institution is only entitled to the prorated amount of the award accumulated between the start and termination dates. The Society assumes no responsibility for expenditures in excess of the prorated amount.

If an award is canceled after the initiation of the grant period, a final report will be due within 60 days of the termination date describing the work completed up to that point.

8. ADDITIONAL ACS GRANT POLICIES

The following Policies apply to all ACS Grants. More information can be found in the ACS [Standard Grant Policies](#) Document.

- Authority for Making Grants
- Source of Funds
- Tobacco-Industry Funding Policy
- Collaborations with ACS Intramural Scientists
- Guidelines for Maintaining Research and Peer Review Integrity (Appendix A)
- Instructions for Submitting Deliverables (Appendix B)

9. SUB-AWARD GRANT MECHANISMS

The following ACS research grant mechanisms will serve as the CHERC Sub-Award mechanisms: Clinician Scientist Development Grant (CSDG) and Research Scholar Grant (RSG). Each Sub-Award PI must prepare their Sub-Award application. The CHERC PI may propose any combination of Sub-Award grant mechanisms that collectively does not exceed the maximum allowable budget. This format is intended to provide flexibility based on the research and workforce needs of the CHERC.

Requesting a formal evaluation of eligibility:

Applicants who are not eligible for a sub-award mechanism but have experienced extenuating circumstances or are unsure about their eligibility status should contact grant.eligibility@cancer.org.

- In the body of the email, briefly state the reason for your request. Include 1) A letter describing the rationale for an exception to the eligibility rules, 2) A full curriculum vitae, and 3) A Biosketch
- The request must be submitted at least 6 weeks before the grant application deadline.
- You will receive an email following the review of your eligibility with the outcome. If your request is approved include a copy of the email or the approval letter (if provided) in the Appendix of your application.

A. CLINICIAN SCIENTIST DEVELOPMENT GRANT (CSDG)

Description: The Clinician Scientist Development Grant (CSDG) supports faculty with clinical responsibilities but without an independent research program to become independent investigators as clinician scientists. This grant is designed for individuals, trained primarily as clinicians, who seek to maintain clinical practice and conduct research. During the award term, individuals are expected to have an active role in clinical care and acquire the research training, mentoring, and experience necessary for transitioning into a successful career as an independent investigator. In addition to the research project itself, the activities during the award period must be designed to develop the necessary knowledge and skills in relevant areas through mentoring and training such as course work, lectures, seminars, self-directed learning, or workshops.

Note: Doctoral-level applicants who are non-clinicians, and clinicians no longer involved in clinical care, are not eligible to apply for the CSDG. If eligible, these researchers are encouraged to apply as a Research Scholar Grant PI.

CSDG Applicant Eligibility

Individuals meeting the following criteria are eligible to apply without prior approval from the American Cancer Society:

1. Have a doctoral degree (e.g., MD, DO, DDS, DNP, DSW, PharmD, PsyD, DVM, etc.) or terminal degree for their field with an active license (or equivalent certification for their field) to provide clinical care. Applicants may also hold dual degrees such as MD/PhD.
2. Must be a current full-time faculty member. Applicants must provide justification to support the need for mentoring. Faculty serving as PI of an independent research program and/or independent extramural research funding (e.g., PI of an NIH Research Grant or equivalent) may not apply.
3. Current or former PIs of individual development grants (e.g., K08, K22, K23, or equivalent) are not eligible to apply.
4. Must have institutional commitment for the applicant to devote at least 50% effort to research and training.

Mentor(s): The candidate is required to identify a mentor before submitting an application, who is actively engaged in research in the proposed area and has a track record of mentoring individuals at a similar career stage to the applicant. The mentor is expected to be committed to the proposed research project, supervising the applicant's research, and the career development of the candidate. Applicants may have co-mentors or a mentoring team, if appropriate for the development of the project and the applicant, but a primary mentor must be identified. The applicant should work with their mentor(s) in the development of the application.

Term: Applicants may apply for a project period of 3 or 4 years, depending on the amount of mentored research training that they require based on their previous experience. Applicants must adequately justify the requested grant project period.

Budget: Awards are made for up to 4 years and up to \$135,000 direct costs per year (maximum is \$540,000). If the CSDG Sub-Award is at an institution other than the CHERC institution, 8% allowable indirect costs can be budgeted.

- Applicants must obtain institutional commitment to dedicate at least 50% of their time to the proposed research project and training plan.
- The budget for the grant period may include the applicant's salary, prorated according to the percent of effort devoted to the project, and additional funds for the research and training activities proposed.
- The budget may include salary and benefits for the mentor(s) up to \$10,000 per year — the maximum amount regardless of the number of mentors.
- Grant-funded salaries of the applicant and mentor(s) may not exceed the NIH cap. If the salary of either exceeds this cap, the institution may supplement the Society's contribution from other sources.
- Budgets must be realistic estimates of the funds required for the proposed research.
- CSDG applicants should reserve approximately \$1,500 per year for the PI to travel for ACS-designated conferences, to include the biennial [Jiler Professors and Fellows conference](#) in their first or second year of the grant.

Expenditures: The Society is flexible in response to the changing needs of a research program. The principal investigator may make minor alterations (changes <\$15,000 per year) within the approved budget except where such expenditures conflict with the policies of the Society. Major changes in expenditures (≥\$15,000 per year) require written approval from your Scientific Director. However, for permanent equipment, the annual threshold requiring written approval is ≥\$5,000. Contact your Scientific Director for guidance.

No Cost Extensions (NCE): The CHERC PI and Sub-Award PI should discuss NCEs for individual Sub-Awards with the Program Office.

Change of Primary Mentor: A change of primary mentor for recipients of a Clinician Scientist Development Grant is not routinely allowed but will be considered on a case-by-case basis. If a change in primary mentor also involves a change in project and/or institution, a new application may be required. Contact your Scientific Director to discuss a change of mentor as soon as possible.

Change of Institution: The PI of a Clinician Scientist Development Grant funded as part of a CHERC and the CHERC PI should discuss an institution transfer with the Scientific Director. Due to the nature of the funding mechanism, the transfer of a Clinician Scientist Development Grant to a new institution may not be allowed. The PI should also discuss whether the change of institution will be accompanied by a change of mentor and/or project.

Grant Cancellation: If the sub-award PI cancels their sub-award early, the CHERC PI should contact the Scientific Director to discuss reallocation of remaining funds.

B. RESEARCH SCHOLAR GRANT (RSG)

Description: Research Scholar Grants (RSGs) provide support for independent, self-directed researchers including clinician scientists. Applicants may pursue research questions across the cancer research continuum. These grants typically contribute to the cost of salaries, consumable supplies, and other miscellaneous items required for the research. The application must convey the commitment of the institution to the applicant and the proposed research activities. The Society will only recognize one PI, who is responsible and accountable for overseeing the project.

Eligibility: Applicants must be independent, self-directed researchers or clinician scientists. Any career stage is allowed, and there are no citizenship restrictions. The PI's institution must provide space and other resources customary for independent investigators. There is no limit to the level of extramural funding, as long as there are no overlapping scientific objectives with the proposed CHERC sub-award project. Research Scholar Grant applicants responding to RFAs, may hold concurrent ACS Research Scholar Grants.

Guidelines for Independence: When peer review committees evaluate an RSG applicant, they look for evidence of administrative and scientific independence.

Administrative independence is typically demonstrated by a full-time faculty appointment (normally equivalent to Assistant Professor); a tenure-track position; allocated office and/or laboratory space; a start-up package; and institutional commitment defined and verified in a letter from a department chair or equivalent.

Evidence of scientific independence could include prior grant funding and senior author publications. This award will be made only for project-related work that is wholly directed by the applicant. Specific evidence of an applicant's independence may include:

- Degree: PhD, MD, or terminal degree in the field of specialty.
- Title/Appointment: Assistant Professor (or higher); Research Assistant Professor; or comparable position (i.e., Assistant Member). Individuals with the rank of Instructor may apply if that rank confers principal investigator status at their institution.
- Training Experience: In most disciplines, applicants will have completed a period of postdoctoral or other research training.
- Space: Committed independent research facilities.
- Publications: Corresponding or senior authorship for publications in the investigator's main area of research interest. This is desirable but not required.

- Institutional support: At least partially through hard-money, or money for start-up or equipment.

Budget and Award Period:

RSGs fund up to 4 years at \$215,000 per year direct costs (maximum \$860,000). If the RSG Sub-Award is at an institution other than the CHERC institution, 10% allowable indirect costs can be budgeted (maximum costs \$946,000).

Equipment that equals or exceeds \$5,000 with a useful life of more than one year (i.e., permanent equipment), is not included in the direct cost total used to calculate indirect costs.

Personnel may receive salary support up to the National Institutes of Health salary cap, prorated according to their percent effort on the project. Budgets submitted must be realistic estimates of the funds required for the proposed research.

Expenditures:

The Society is flexible in response to the changing needs of a research program. The PI may make minor alterations (changes <\$15,000 per year) within the approved budget except where such expenditures conflict with the policies of the Society. Major changes in expenditures (≥\$15,000 per year) require written approval from your Scientific Director. However, for permanent equipment, the annual threshold requiring written approval is ≥\$5,000. Contact your Scientific Director for guidance.

No Cost Extensions (NCE):

The CHERC PI and Sub-Award PI should discuss NCEs for individual Sub-Awards with the Program Office.

Change of Institution: The PI of a Research Scholar Grant funded as part of a CHERC and the CHERC PI should discuss an institution transfer with the Scientific Director. Due to the nature of the funding mechanism, the transfer of a Research Scholar Grant to a new institution may not be allowed.

Grant Cancellation: If the RSG Sub-Award PI cancels their sub-award early, the CHERC PI should contact the Scientific Director to discuss reallocation of remaining funds.