



Hyundai Hope On Wheels®

Helping Kids Fight Cancer

**Request for Proposal
2019 Hyundai Hope On Wheels
Pediatric Cancer Research Funding**

**Hope Scholar Grant
Young Investigator Grant**

January 7, 2019

Scholar & Young Investigator Grant RFP

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Scholar & Young Investigator Grant RFP

2019 HYUNDAI HOPE ON WHEELS GRANTS PROGRAM OVERVIEW

INTRODUCTION

Hyundai Hope On Wheels® [“HHOW”] is a 501(c)(3) non-profit organization that joined the fight against childhood cancer in 1998. The organization funds life-saving research and creates awareness for childhood cancer. Since its inception, HHOW has donated more than \$145 million to fund pediatric cancer research.

In 2019, HHOW will make available at least \$10 million in research grants for pediatric cancer. The following categories of grants are available per this RFP:

- Scholar Hope Grant: \$250,000 (two-year award)
- Young Investigator Grant: \$150,000 (two-year award)

Eligibility to apply for a Scholar Hope or Young Investigator Grant is limited to Children’s Oncology Group (“COG”) member institutions in the U.S. Each eligible institution may submit up to **one** application per grant category. Applicants will be notified by March 27, 2019 on grant selections. If selected, the first funding installment is planned for release on December 31, 2019. Approved research projects may begin upon receipt of the initial grant award disbursement. If selected, material conditions for the institution that receives a grant are to agree to all terms and conditions of the grant agreement, and agree to host a Hyundai Hope On Wheels handprint ceremony at its location during September of 2019.

PHILOSOPHY OF HYUNDAI HOPE ON WHEELS GRANTS

The intent of the HHOW pediatric cancer research grants is to provide funding for principal investigators (herein referred to as “PI”), whose research projects are likely to have a significant impact on improving the understanding of the biology of childhood cancer and/or developing novel diagnostic, prognostic and therapeutic approaches for pediatric malignancies. The grants are awarded to the institution for the benefit of the research of the approved projects. The funds may **not** be transferred to a different institution under any circumstance, should the designated PI leave the institution for any reason. However, the institution may nominate a new qualified candidate to serve as the PI, subject to the new candidate meeting all guidelines and with no changes to the approved project. Projects sought to be funded by this program will be those that pursue innovative research that is translational in nature, that is, has the potential to impact childhood cancer diagnosis and treatment. **Clinical trial research projects are not eligible for consideration.**

Funding for the Grants is awarded to the applying institution (herein referred to as the applicant) for the purpose of supporting the PI and the research specified in the proposal. Submitting PIs are to include a letter of support from the division chief of pediatric oncology at the applicant institution, and concurrence of the development office.

With the submission of the Grant application(s), the PI(s) confirm(s) that each is authorized by the officers of the institution to submit the application and the institution agrees to abide by all terms and conditions of the grant.

2019 SCHOLAR HOPE GRANT

SUBMISSION DEADLINE: TUESDAY, FEBRUARY 19, 2019

APPLICATION CRITERIA/PROCESS

As material conditions precedent to receiving the grant, the Applicant institution must abide by all terms and conditions herewith and in the grant agreement and agrees to host a check presentation on its campus in September 2019, during National Childhood Cancer Awareness Month.

Application Details:

- The Scholar Hope Grant is a \$250,000 award (paid \$125,000 per year), which may be used for up to two years. Approved funding may be used only for the purpose expressly set forth in the applicant's proposal and specifically performed under the auspices of the PI identified in the proposal.
- Applicant eligibility:
 1. PI must be an MD or MD/PhD whose research is focused on pediatric oncology.
 2. A PhD is not eligible to be a PI, for the purposes of the award, but may participate as a member of a research team.
 3. PIs must have completed their fellowship sub-specialty training at the time of the award.
 4. Applicants must be based in and research is focused on projects within the U.S. market.
 5. Clinical research studies or medical trials are not eligible for consideration.
- The proposal shall be submitted online via the proposalCENTRAL website and shall include:
 1. The Executive Summary shall not exceed 300 words and must state project aims, outcomes, and benefits to pediatric cancer. The executive summary should also include brief bulleted statements in lay language on the goals of the project. These will be used to describe approved projects in HHOW websites and promotional materials.
 2. The Proposal shall not exceed 4 written pages and must use Microsoft Word format, Calibri font, 12 pp, with 1" margins. It must include:
 - a) project aims, b) research design, c) expected outcomes, d) research findings, and e) other relevant information for the review.
 3. Eligible projects must be those with a translational impact on research. Support will not be provided for clinical trials and correlative biological studies in a clinical trial.
 4. A separate one-page budget summary in Excel format is required. The budget shall:
 - a) Reflect projected expenditures allocated by category in total and by year.
 - b) If any portion of the project includes funding from other grantors, the applicant shall identify the other grantors' funding, the terms and relationship of HHOW funding.
 - c) Applicant shall also describe the use of the Scholar Hope Grant funding separate from the other funding.
 5. Must submit each of the following: Bio-sketch, Institution W9, IRS Determination Letter, Letter of Support, PI photo, and a separate one-page summary of project expected milestones and measurable goals for every year during the Scholar Hope Grant period.

Other Grant Application Process Related Information:

- The Applicant may submit only **one** Grant application in each category, pertaining to at least one PI. The application(s) shall include a letter of support from the applicant's division chief of pediatric hematology-oncology. The letter should not exceed two pages.
- An applying PI may **not** have two separate HHOW grants at the same time.
- *A HHOW grant agreement is required to be executed for all approved Grants. No changes, of any sort, to the HHOW grant agreement will be allowed. Applicant agrees that failure to abide by terms and conditions of an approved grant may result in revocation of un-released grant funds, and future ineligibility for HHOW grants.*
- **ABSOLUTELY NO CHANGES OR EXCEPTIONS ALLOWED TO THE HHOW GRANT AGREEMENT. PLEASE DO NOT APPLY IF YOUR INSTITUTION WILL NOT AGREE TO THESE TERMS.**

Scholar & Young Investigator Grant RFP

2019 HYUNDAI YOUNG INVESTIGATOR GRANT
SUBMISSION DEADLINE: TUESDAY, FEBRUARY 19, 2019

APPLICATION CRITERIA

The criteria and application details for the Young Investigator Grant are the same as the Hyundai Scholar Hope Grant, with the exception of eligibility criteria.

Application details and other application process:

- The Hyundai Young Investigator's Grant is a \$150,000 grant, which will be provided as \$75,000 per year grant for years 1 and 2.
- Eligible Criteria for Young Investigator:
 1. Must be an MD/physician who is currently in his/her 3rd or 4th year of an accredited pediatric hematology-oncology fellowship training program and involved in pediatric cancer research; or
 2. Must be a pediatric oncologist/MD, in his/her initial academic appointment, within 6 years from completion of fellowship training, and involved in pediatric cancer research.
 3. A PhD is not eligible to be a PI, for the purposes of the award, but may participate as a member of a research team.

Scholar & Young Investigator Grant RFP

**2019 HYUNDAI HOPE ON WHEELS
GRANTS APPLICATION PROCESS**

SUBMISSION DEADLINE: TUESDAY, FEBRUARY 19, 2019

OVERVIEW

- Research proposals will be evaluated based on:
 - Relevance to pediatric cancer
 - Quality of science
 - Innovation
 - Potential for success
 - Potential impact on the field
 - Quality of applicant
 - Quality of institutional environment
 - Demonstrated need for funding
- Only **ONE** proposal in each category (i.e. one Young Investigator and one Scholar Hope may be submitted from any Applicant), for a total of **TWO per institution**.
- A PI may apply in either category, but not both. An applying PI may not have two HHOW grants at the same time. If a current HHOW grant winner, the PI may not apply in either category.
- Applications for the Young Investigator category shall indicate “Young Investigator” on application cover, and select “Young Investigator” option during the on-line process.
- Grant funds may be used to support bench or translational research and must have a direct relevance to pediatric cancer.
- There is **NO** provision for indirect costs through the Scholar Hope or Young Investigator Grants.
- Applicants may use funds in conjunction with another award on the same topic. However, the difference has to be clearly identified in the budget.
- If Applicant has submitted multiple applications, for funding the same project concurrently, to other foundations or granting agencies, HHOW must be notified in the written application (Section VII below)
- All applications are to be submitted via the proposalCENTRAL website.
- **All proposals must be submitted no later than 5 p.m. PST on Tuesday, February 19, 2019.**

DETAILED CONTENT OF APPLICATION

The following sections are mandatory, and appendices are not permitted. Grants proposals that do not meet these guidelines will not be reviewed.

- I. **Contact information** (PI Name, title, institution, email, phone, and mailing address)
- II. **Lay summary** (no more than 300 words; 1 page) – not less than 11pt font (acceptable fonts include Calibri); and not less than 1 inch side, top and bottom margins.
- III. **Research Proposal** (NOT TO EXCEED 4 pages). *If the proposal exceeds this page limit, the proposal will be immediately disqualified and not reviewed.* This will be STRICTLY ENFORCED.
 - a) Background and Rationale
 - b) Specific aims
 - c) Approach/Methods
 - d) Expected Results/Pitfalls
 - e) Significance to the field of pediatric cancer
- IV. **Bibliography** (no limit)
- V. **Budget Breakdown**—estimated amounts, to nearest \$5,000, in the following categories:
 - 1) Personnel—identify specific individuals by name (if possible) and role on project
 - 2) Supplies
 - 3) Equipment—identity
 - 4) Other
- VI. **Bio sketch** in NIH format (no more than 4 pages)
- VII. **Other Grant Support** (Current, Pending, and Past 3 years)
- VIII. **Letter of Support from Division Chief of Pediatric Hematology-Oncology** addressing reason for selecting candidate/project: impact, quality of candidate, quality of science, institutional commitment to career development, need for support.
- IX. Documentation to include:
 - Copy of Institutional IRS Letter of Determination
 - Completed W9 form

Due to the high volume of applications, HHOW may not be able to provide specific feedback to any individual or organization regarding the status, merit and/or denial of its application. All materials submitted, as part of these proposals will not be returned.

proposalCENTRAL Application Process

- proposalCENTRAL will email the institution log instructions

AWARD GUIDELINES & TIMEFRAME

- All completed grant applications will be reviewed by a panel of medical experts identified and convened by HHOW.
- All applicants will be notified of grant selection status by March 27, 2019. Comments not available for those not selected.
- Proposals selected for funding can begin research projects immediately upon receipt of initial funding installment or by December 31, 2019, which ever is sooner.
- For approved projects, an initial progress report is to be submitted to HHOW by December 1, 2020, and a final report shall be submitted by June 1, 2022. The format of the reports is included in the final grant terms and conditions letter of agreement.
- A one-time no cost extension request not to exceed 6 month may be requested at the conclusion of the grant term.
- Selected grant recipients must sign the HHOW grant agreement, which includes permission for HHOW to use Applicant's logo, images, photos and posting of research proposal title/results by HHOW in conjunction with the national promotional campaign. HHOW is a separate entity from Hyundai Motor America (HMA). Neither HHOW nor HMA shall use the winning institution's logos, name or likeness in relation to HMA's retail sales advertising. Approval of a grant award shall not constitute any endorsement of HMA products or services by the winning institution.
- Submittal of the application does not entitle Applicant to an award of a grant from HHOW. HHOW reserves the right to select grant recipients in its sole and absolute discretion or to refrain from selecting any one or all of the grant applicants.
- Failure to complete all grant application materials, including signing of the HHOW grant agreement, within the approved time, shall constitute grounds for disqualification of the application and revocation of any grant award notification, at HHOW's sole and absolute discretion.