**Purpose**

The Aflac Cancer and Blood Disorders Center seeks to promote the development of new research initiatives that have the potential to lead to new methods for diagnosing, preventing, and treating cancer and blood disorders. The purpose of the Aflac Pilot Grant (APG) funding opportunity is to fund the acquisition of new pilot data that has a high likelihood of leading to NIH or other external, national peer-reviewed funding for Aflac investigators. Junior faculty (Instructors and Assistant Professors within 7 years from the time of their Assistant Professor faculty appointment) are particularly encouraged to apply, with demonstration of an adequate mentoring plan from an Emory faculty member. Senior faculty may also apply for funds to support a new research direction, but must document how the research is distinct from current efforts. New collaborative research initiatives, either external to the Pediatric Hematology/Oncology/BMT division or within the Aflac division are also encouraged. Collaborators must demonstrate how their proposal is a new collaborative effort.

**Eligibility**

Faculty members of the Aflac Cancer and Blood Disorders Center, including adjunct faculty in Pediatric Hematology/Oncology/BMT are eligible to be principal investigators.

**Criteria for Evaluation and Selection**

Awards will be based on scientific merit (significance, innovation, approach) and the potential for the translation of acquired pilot data into more long-term extramural funding for the Aflac investigator. Proposals will be reviewed by a committee comprised of clinical and scientific leaders within the Aflac Cancer and Blood Disorders Center. Applications will be scored on (1) scientific merit and significance, (2) the likelihood of obtaining NIH or other extramural funding. Final funding approval will be made by the Executive Committee.

**Grant Amount and Duration**

It is anticipated that **3 or more** pilot grants of $50,000 per grant will be funded for a 1-year period. For applications that demonstrate a **new** collaborative research initiative (either within or external to the Aflac division) a budget of up to $100,000 will be considered. No indirect costs will be funded. For clinical research projects which are anticipated to require more than 12 months (accounting for patient accrual), a grant period of 2 years may be allowed, with sufficient justification. No cost extensions of up to 12 months may be considered for grants initially funded for 1 year (maximum time frame of 2 years all grants funded).

**Letter of Intent (LOI)**

A concise letter of intent of no more than 0.75 pages is required for all applications, and is due on **Monday May 1, 2017 by 5:00 pm**. In the letter, indicate (1) project title, (2) names and affiliations of all investigators and collaborators, (3) if the project is considered basic, translational, or clinical research, (4) if the project constitutes a new collaborative effort (internal or external to the Aflac division), (5) if the principal investigator is considered a mentored junior faculty member or is a senior faculty member, (6) a concise summary of the project aims. This information will be used only to assemble the review committee with members with appropriate expertise.

**Applications Guidelines**

Applications that do not adhere to the following guidelines will not be considered. All narrative sections of the application must maintain at least ½ inch margins, and must be in a font size not less than 11 point. Figures must be legible.
Title Page: Include the title of the project and name and email addresses of the Principal Investigator and other key investigators.

Summary: Applications must include a summary of the project, not to exceed 0.5 pages or 30 lines of single-spaced type. It should consist of a brief description of the project aims, significance, approach, and expected results.

Budget: A categorical budget must be provided, using the attached NIH-style template. The budget should be for $50,000 direct costs for one year (up to $100,000 direct costs for one year for new collaborative research initiatives with a non-Aflac member). Faculty salary support of up to 5% effort will be allowed only for junior faculty investigators. For budgets that will require the use of the Aflac Clinical Research Office (CRO) and/or use of CHOA clinical services, a CHOA budget estimate, reviewed by the Aflac CRO will be required. Funding will be available on July 1, 2017.

Budget Justification: Include a concise budget justification for all costs. Requests for travel funds or items of capital equipment (i.e. equipment of $5000 or more per item) will require detailed justification.

Biographical Sketch: Include NIH biosketches for all investigators.

Other Support: Provide a complete list of all current and pending research support for all investigators. Include the funding agency, project title, award amount (annual direct costs and total project direct costs), period of award, and Principal Investigator. It must be made clear that the requested support does not overlap with existing funds and/or constitutes a new collaboration.

Project Narrative: Provide a complete but concise description of the project including the following sections. Applications will not be considered if they do not adhere to page restrictions. The total length (including Specific Aims, Significance, Innovation, Approach, and Career Stage) may not exceed 7 pages. Appendices are not allowed:
  - Specific Aims: State the objectives and hypotheses of the proposed work. (No more than 1 page).
  - Significance: The importance of the proposed work and its relevance to pediatric cancer, blood disorders, or bone marrow transplantation must be clearly stated. (No more than 0.5 pages).
  - Innovation: No more than 0.5 pages.
  - Approach: No more than 4 pages. Include background/preliminary data, methods, expected results, potential problems and alternative approaches. Include a section for Future Directions (no more than 0.5 page) to describe the potential for further research and the plan for securing future funding for the project with a submission date within one year of the completion of APG funding must be clearly state.
  - Career Stage: For proposals in which the PI is junior faculty, indicate clearly the senior mentor and provide a brief description of the mentorship plan. For proposals in which the PI is not junior faculty, describe how the proposed work is distinct from past work and funding. (No more than 1 page).
  - Multiple PI Leadership Plan: If applicable, provide a concise multiple PI leadership plan, similar to that required for an NIH grant.
  - References: References should be limited to 2 pages.
  - Assurances: If the study involves human subjects, vertebrate animals, or recombinant DNA research, the Principal Investigator must certify that, if a grant is awarded, he/she will adhere to appropriate regulations, including approval of the study by the properly constituted Institutional Review Board, Institutional Animal Care and Use Committee,
and/or Biosafety Committee. Funds may not be expended until documentation of the required approval(s) is provided.

- **Letters of support**: Letters of support may be included to document commitment of mentorship or collaboration.

**Publications**
All publications, abstracts, or similar communications resulting from work supported by the Aflac Cancer and Blood Disorders Center funds must acknowledge this support by inclusion of the statement: “Supported (in part) by a grant from the Aflac Cancer and Blood Disorders Center.”

**Periodic Reports**
A final report summarizing the results of the studies supported by the grant, including plans for attempts to secure additional funding for the project will be required within 3 months of completion of the project. Copies of all publications resulting from the work should be submitted to the APG Committee. Brief annual reports regarding publications and extramural funding will be requested annually for up to 5 years.

**Submission**
Email an electronic copy of your LOI (pdf format) to Judy Caruso (Judy.Caruso@choa.org) by 5:00PM May 1, 2017.

Email the complete application (pdf format) to Judy Caruso (Judy.Caruso@choa.org) by 5:00 pm Wednesday May 31, 2017.

If you have any questions about the application process, please call or email both Christopher Porter (chris.porter@emory.edu) and Marianne Yee (Marianne.Yee@choa.org).
# Detailed Budget for Initial Budget Period

**Direct Costs Only**

**List Personnel (Applicant organization only)**

Use Cal, Acad, or Summer to Enter Months Devoted to Project

Enter Dollar Amounts Requested (omit cents) for Salary Requested and Fringe Benefits

<table>
<thead>
<tr>
<th>NAME</th>
<th>Role on Project</th>
<th>Cal. Mths</th>
<th>Salary Requested</th>
<th>Fringe Benefits</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>PD/PI</td>
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</tbody>
</table>

**Subtotals**

Consultant Costs

Equipment *(Itemize)*

Supplies *(Itemize by category)*

Travel

Inpatient Care Costs

Outpatient Care Costs

Alterations and Renovations *(Itemize by category)*

Other Expenses *(Itemize by category)*

Consortium/Contractual Costs

**Subtotal Direct Costs for Initial Budget Period** *(Item 7a, Face Page)*

$ [ ]

Consortium/Contractual Costs

Facilities and Administrative Costs

**Total Direct Costs for Initial Budget Period**

$ [ ]