# APPLICATION FORM

## CLINICAL, SOCIAL AND ECONOMIC IMPACT PROGRAM *Demonstrating Value of Cancer Biotherapeutic Products, Platforms, and Companion Technologies*

### Application Form for Full Application

### *Full Application Deadline:*

The application package must be delivered by email to [applications@biocanrx.com](mailto:applications@biocanrx.com) and must be received by 11:59 pm ET, on the deadline in advance of the next scheduled RMC meeting (see [Apply for funding](http://www.biocanrx.com/apply-for-funding/) on the BioCanRx website).

Please direct questions about the program and application process to Kelley Parato (BioCanRx Director, Scientific Affairs, [keparato@biocanrx.com](mailto:keparato@biocanrx.com), (613) 739-6595) or Stéphanie Michaud (BioCanRx President & Chief Executive Officer; [smichaud@biocanrx.com](mailto:smichaud@biocanrx.com); (613) 739-6202).

### Document 1

Please complete the Application Form in single-spaced type, Times New Roman or Arial (minimum 11 pt font), with one-inch margins. Please enter the project leader’s name in the header but do not modify the rest of the header. You may delete the specific section instructions but do not delete section headings. The file name should include the Project Leader’s name (e.g. Bell\_CSEI\_Application.pdf).

### Section 1: Project Overview

**Project Title:**

**Project Leader:** Identify one network investigator who will be responsible for overseeing management of the project, including allocation of project budgets and progress reporting to BioCanRx. Also indicate the host institution.

**Requested Period of Support:** (dd/mm/yyyy) to (dd/mm/yyyy): Pick a period that most accurately reflects the expected time over which the project will be conducted, and the milestones and deliverables (outlined in Section 3) achieved. Projects will be able to request “no-cost” extensions from the Research Management Committee where circumstances warrant.

**Project Description**: Using **lay language** only, and in no more than 250 words, describe the current unmet need that will be addressed by this project, and make the case for BioCanRx to fund it. Note: This description may be posted on the BioCanRx website, and used in BioCanRx communications material targeted at potential donors or partners.

**Relevance and Impact:** In no more than 250 words, highlight the anticipated impact of this proposal within the cancer biotherapeutics development community, focusing particularly on what is unique, how the project is relevant to the BioCanRx mission, and how it applies to one or more specific BioCanRx technologies.

**Key Deliverables:** Identify key project deliverables (a bulleted list with one or two sentences detailing each deliverable).

### Section 2: Project Team

**Team Members:** In Table I below, list all proposed investigators who are requesting BioCanRx funding. In Table II list any project collaborators not requesting BioCanRx funding, but who are participating in the proposed project. For each person, provide their name, position, institutional affiliation and email address. Do not include trainees and personnel, nor any other BioCanRx member whose technology you expect to assess, unless they have a project role above and beyond collaborating on their specific technology. Provide two to three lines that describe the role of each team member in the research project and their respective areas of expertise.

**CVs:** In a separate PDF (**Document 2)**, provide a Canadian Common CV (CCV) in the CIHR, NSERC or SSHRC format for all Network Investigators listed in Table I. Do not submit CVs online, instead print CCVs in PDF format and assemble into one PDF file.

#### Table I: Network Investigators (requesting funding)

|  |  |  |
| --- | --- | --- |
| Name | Position and Institution | Phone and Email Address |
| 1. |  |  |
| Role in Project: | | |
| 2. |  |  |
| Role in Project: | | |
| 3. |  |  |
| Role in Project: | | |
| 4. |  |  |
| Role in Project: | | |
| 5. |  |  |
| Role in Project: | | |

#### Table II: Project Collaborators (not requesting funding)

|  |  |  |
| --- | --- | --- |
| Name | Position & Institution | Phone & Email Address |
| 1. |  |  |
| Role in Project: | | |
| 2. |  |  |
| Role in Project: | | |
| 3. |  |  |
| Role in Project: | | |
| 4. |  |  |
| Role in Project: | | |
| 5. |  |  |
| Role in Project: | | |
| 6. |  |  |
| Role in Project: | | |
| 7. |  |  |
| Role in Project: | | |

### Section 3: Research Proposal

In six (6) pages maximum, excluding figures, tables and references:

1. Describe the background, rationale and objectives of the proposed project.
2. Highlight the innovative nature of the proposed research or tools/methodologies/resources to be applied within this project, or of the anticipated outputs of the project.
3. Justify the orientation of the research question and/or proposed methodology towards a particular BioCanRx product, platform, or supporting technology.
4. Describe the nature and potential value of the proposed project, linking deliverables/reports to the critical decisions that need to be made by relevant stakeholders or receptors of BioCanRx technologies.
5. Given the significant differences in regulatory systems, reimbursement structures, or commercial markets internationally, describe how the outcomes of the proposed project will influence clinical development or commercial uptake of BioCanRx technology(ies) within Canada and abroad.
6. Outline the required project components, data inputs/sources, and critical path, and describe the expectation/requirements for collaboration with individual BioCanRx project teams.
7. Detail the anticipated key milestones for each of the funded years and the key deliverables anticipated by the end of the funding period. Detail key assumptions you have made in setting these milestones (e.g. numbers and timing of other BioCanRx investments).
8. Describe the team and infrastructure supporting the project; and, where relevant, describe the role of partners in achieving the project goals.

### Section 4: Partnerships

Please read application guidelines section on Partnerships carefully before completing this section.

1. In the Table III below (adding lines as necessary), list each confirmed partner that will support the proposed project. Detail the amount ($) and nature of support provided. It is expected that each project team will work with BioCanRx management to secure additional sources of partner co-funding post award. **Please note that the three federal granting councils (CIHR, NSERC and SSHRC), other NCEs, CFI and Genome Canada are not eligible partners for the purpose of this competition.** For projects that were included in the submission to the NCE, partner letters need not be updated if the scope of the project remains substantially unchanged. However, they should still be listed in the table below and copies included in **Document 3**.
2. In a separate PDF (**Document 3**), provide signed letters of support on the letterhead of eligible partners detailing the extent of their support toward the proposed project. The letter should be addressed to BioCanRx and should include the name of the project leader, the title of the project and any conditions placed on the funding.
3. Conflict of Interest Declaration: Where a researcher has a financial interest (as defined by NCE Conflict of Interest Guidelines) in a partner, the potential conflict of interest should be declared to provide transparency to the review process.

#### Table III: Partners

|  |  |  |
| --- | --- | --- |
| Name of Partner | Value of Contribution ($CAD) | Cash/In-Kind (detail) |
| 1. |  |  |
| Role in Project:  Potential Conflict of Interest? | | |
| 2. |  |  |
| Role in Project:  Potential Conflict of Interest? | | |
| 3. |  |  |
| Role in Project:  Potential Conflict of Interest? | | |
| 4. |  |  |
| Role in Project:  Potential Conflict of Interest? | | |

### Section 5: Training Highly Qualified Personnel

In half a page, describe the unique nature of the training environment provided and the role of trainees in the realization of the proposed project.

### Section 6: Budget

Please complete the budget template provided (**Document 4** of the Application Package) and provide justification to the budget below. Applicants must indicate the proposed allocation of BioCanRx and partner funds (if applicable) against the total project expenses. Total partner funds in the budget should be reflected in the text of the accompanying partner letter. Note that BioCanRx eligible expenses are identical to those of CIHR. CIHR guidelines can be found at <http://www.cihr-irsc.gc.ca/e/805.html>.

**Projects that propose unrealistic budgets will be triaged by the BioCanRx network's office and will not be reviewed by the Research Management Committee**.

Include in the budget personnel (cost including salary and benefits) that will be hired for the project with BioCanRx funding. Detail all travel costs relevant to the project including any consensus workshops, or travel to project teams necessary for data collection.

**Justification:** Provide budget justification (**no page limit**) referring to budget items by noting the Excel spreadsheet row number relevant to the item. If requesting funds for third party vendors’ services, provide vendor quotations or service agreements in support of your budget request and describe the unique nature of services/products provided by the vendor (assembled into a single PDF, Document 5).

**Proactive disclosure:** According to NCE guidelines, “Applicants must provide a statement of other sources of funding with their application, demonstrating that there is no duplication of funding for the same research. However, when research programs are supported by multiple sources, the additional benefits of NCE support must be well explained and justified”.

Please use the space below following the budget justification narrative (**no page limit**) to disclose any potential or perceived overlap in your current or pending funding applications as set forth in the Common CV.

### Section 7: Project Management and Networking

Please read project management section of application guidelines carefully before completing this section.

**Schematic of Project Plan:** In **one page (maximum)**, provide a GANTT chart or other flow chart that illustrates the key steps, milestones and deliverables described in the research plan, and the investigators involved in each step.

**Networking:** In **one page (maximum)**, describe specifically how this project will be networked with: (1) other BioCanRx projects and network investigators (e.g., workshops, lab exchanges, web-based communications); and (2) the necessary partners who are in place to network or make connections with stakeholders intended to make use of the information that would be generated by this project.