

The Desmoid Tumor Research Foundation

2016 REQUEST FOR PROPOSAL – Application Deadline Dec. 1, 2016

If you would like to be notified of our RFP postings, please register with us [here](#).

Mission and Approach

The Desmoid Tumor Research Foundation, Inc. (“DTRF”) funds research that will advance the current scientific knowledge about desmoid tumors, moving toward the development of new treatment options and bringing us closer to our ultimate goal of a cure.

DTRF is the only foundation in the world dedicated to facilitating and funding research for a cure for desmoid tumors. We fund research that uses cutting-edge science and creative clinical applications, in addition to novel approaches addressing potential leads based on prior research. Research proposals with additional sources of funding support are particularly desirable. Researchers must be willing to collaborate with other scientists and institutions with similar interests. Grantees must agree to participate as reviewers in DTRF’s future grant review cycle, as well as to exert best efforts to attend the annual fall International DTRF Desmoid Tumor Research Workshop. For more information see www.dtrf.org.

Grant Amounts and Restrictions

- Grants are awarded in amounts of up to \$65,000 per year.
- Funds may only be used for personnel, supplies, equipment, and/or services.
- Use of funds for institutional overhead costs is strictly prohibited.
- Use of funds for indirect costs is strictly prohibited.
- Use of funds for project costs that are funded by other sources is strictly prohibited.
- Funding duration is a minimum of 1 year.

Eligibility for grants: MD, PhD, or equivalent degree, and sponsorship by an Exempt Organization as defined by Section 501(c)(3) of the Internal Revenue Code (the “Sponsoring Institution”).

Deadlines and Announcement: Please email us now at grants@dtrf.org, simply stating your intention to submit an application, then follow the deadlines below:

- **Submission deadline for Applications: December 1, 2016.**
- **Announcement: approximately 3 months after submission deadline.**

APPLICATION REQUIREMENTS

Cover email: The email attaching the Application shall include a cover letter that sets out the Bullet Point Summary described below in paragraph (1).

Length and format of Application: Body 15-page limit, Appendix (optional) 5-page limit, including text, tables, charts, reprints, and/or letters of collaboration (resumes do not count in this page limit).

Single-spaced paragraphs, double spaced between paragraphs. 12-point Times New Roman font, in English.

Contents of Application: Please format your Application to answer each question below in separate paragraphs. Paragraphs should be short, single-spaced, and with double spaces in between. Each answer must start with (1) the question number and (2) the ENTIRE TEXT of the question as a bold/underlined heading, exactly as you see below.

1) **Bullet point summary. List the following:**

- **Principal Investigator:**
- **Sponsoring Institution:**
- **Title of Project:**
- **Funding Amount applied for: (Specify total amount for entire project, then delineate the amount requested for each year separately)**
- **Length, or year if multi-year, and type of project (e.g., “Year 1 of 2-year translational...”)**
- **Date submitted:**

2) **Principal Investigator information** including: name, title, address, telephone and email.

3) **Abstract (scientific version).**

4) **Abstract (lay version).**

5) **Background and significance of project.** Include a description of how the project:

A- will be unique and differ from prior desmoid tumor research in the proposed subject area,

B- will address potential leads from prior desmoid tumor research.

C – Preliminary data: Provide any data from preliminary studies done by the investigator or collaborators that establishes the scientific validity of the proposed project and its feasibility

6) **Specific Aims of project.** Specify in brief exactly what the project hopes to achieve in clear and precise language.

7) **Detailed Methodology.** Provide the details of the experiments you plan to conduct in order to achieve the Specific Aims, listing each experiment under the heading of a given Specific Aim. Include sufficient detail to inform a reviewer of exactly what you propose to do and how you propose to do it. It is not necessary to include detailed methodological descriptions of exactly how you would perform each assay. For each Specific Aim, include a **discussion of the feasibility** of the proposed experiments (e.g. justification of sample size, how you will recruit sufficient patients, how you will obtain necessary samples, approximate timelines, etc.). At the end of each section include a discussion of how the data will be analyzed statistically.

8) **Requirements for Clinical Studies.** Any proposals that include clinical studies must include the following:

A- Documentation of IND submission or plan to submit IND if the study will include sites in the US, or other evidence of regional regulatory approval or plan to obtain regional regulatory approval if study will include sites outside the US

B- Discussion of subject safety and what measures will be included to protect human subjects and monitor the study for safety

C- Realistic projection of ability to recruit sufficient number of patients to the study based on statistics of patients seen over defined periods of time in the sponsoring institution and/or collaborating institutions, or other factors.

9) **Performance metrics** to track progress.

10) **Detailed budget** including:

A- Total funds needed for each discrete project proposed. Each project must be budgeted separately and in detail. Description of the budget must include proposed spending on:

1. Personnel costs including salaries and benefits
2. Equipment and supplies. If the budget includes spending on equipment, the item should include a justification for the piece of equipment in the context of the proposed studies
3. Clinical Costs
4. Other costs

B- Description of other sources of support and amounts, including funds that may be contributed by the Sponsoring Institution.

C- Detailed funding schedule setting out how much money will be needed when.

11) **Description of the Sponsoring Institution's desmoid tumor tissue resources** including:

A- Number of (1) frozen desmoid tissues and (2) paraffin-preserved desmoid tissues available.

B- Additional number of either type of tissue needed for a comprehensive research project, and plans for obtaining such tissues.

C- Number and ages of existing desmoid tumor cell lines.

12) **Plan for sharing research resources** with other scientists/institutions.

13) **Plan for sharing research data** with other scientists/institutions.

14) **Describe your individual and institutional longer-term commitment to desmoid tumor research**, and how this project would fit into that plan.

15) **List of all personnel and collaborators** involved in the project and their roles. Include their name, title, address, telephone and email.

16) Attach NIH biographical sketches for all personnel and collaborators involved in the project (these do not count in page limits). The application and all attachments must be submitted as one single document.

Submission of Application

1) **Principal Investigator must sign** and date the Application under the following statement:

“I certify that the statements herein are true, complete, and accurate to the best of my knowledge.”

2) **Department Chairperson or individual with supervisory capacity** at the applicant’s Sponsoring Institution must sign and date the Application under the following statement:

“I certify that the statements herein are true, complete, and accurate to the best of my knowledge. I am authorized to sign and submit this application on behalf of [Insert name of Sponsoring Institution]. My signature is the only signature required by the Sponsoring Institution in order to submit a grant application on its behalf.”

3) All DTRF grant awards are subject to terms of the Grant Agreement mutually entered into by the parties.

4) **The Application, cover letter and all attachments must be submitted by email as a SINGLE document (not as separate documents or separate attachments).** Email to grants@dtrf.org, no later than December 1, 2016. The Desmoid Tumor Research Foundation will confirm receipt by email. Your cover email must include the “Bullet-Point Summary” from paragraph (1) of the application.

Thank you for your interest in desmoid tumor research!