

**Lynn Sage Cancer Research Foundation  
Fiscal Year 2017  
RESEARCH GRANTS INITIATIVE**

**REQUEST FOR PROPOSALS**

**Submit electronic copies of applications to:**

**<https://grants.nubic.northwestern.edu/welcome>**

**SUBMISSION DEADLINE**

**March 23, 2016 by 5:00 p.m.**

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**Purpose:** Lynn Sage Cancer Research Foundation (LSCRF) supports innovative contributions to the understanding, research and treatment of breast cancer.

**History and Mission:** LSCRF is one of the nation's leading breast cancer research and education charities. It was founded in 1985 in memory of Lynn Sage, a Chicago-area woman who endured a six-year struggle with breast cancer before she died at the age of 39. LSCRF's mission is to support the understanding, research and treatment of breast cancer in partnership with Chicago's Northwestern Memorial Hospital and the Robert H. Lurie Comprehensive Cancer Center of Northwestern University.

Following Lynn's death, a group of 17 friends formed the Lynn Sage Cancer Research Foundation with a vow to cure this devastating disease. Today, over 100 individuals serve on three boards in her memory, all sharing the common goal of making a difference in the diagnosis and treatment of breast cancer. Since its inception, LSCRF has raised over \$30 million for breast cancer research.

**Objectives:** The LSCRF research grants initiative is seeking proposals that impact patient care through translational clinical and benchmark research studies. Prospective proposals will be ones which provide support for all work associated with breast cancer prevention, diagnosis, and treatment. Preference will be given to projects with the potential of contributing to a National Cancer Institute Specialized Program of Research Excellence (SPORE) application.

**Funding Levels:** For the fiscal year 2017 initiative, grants between \$25,000 and \$50,000 will be considered.

**Budget Restrictions:**

1. Indirect Costs: No indirect costs will be funded including, but not limited to, space.
2. Travel: Travel will not be funded unless it is a vital component to the project's success. Travel expenses must comply with Northwestern Memorial Foundation's (NMF) travel spending policies, which limits total travel expenditures to \$1,500 per trip per person.
3. Salary Support: Investigator salary support will be allowed only if directly tied to work on proposed study. An itemized hourly report detailing the effort will be requested. Salary support for positions including but not limited to research assistants, technicians, and analysts will be accepted in budget requests.

**Eligibility:** Applications will be accepted from Northwestern Memorial Hospital and Northwestern Lake Forest Hospital employees and staff, including Medical Staff, and Feinberg School of Medicine faculty at the assistant professor level or higher or at the research assistant professor levels or higher if the applicant can show academic independence.

**Criterion:** The description should include a clear statement of how the project will support institutional goals and the objectives of LSCRF. Statistical or documented evidence of the problem or need should be provided. The anticipated project outcomes should be described utilizing measurable terms with the targeted population identified. Program activities should include a sequential time line (not to exceed 12 months) and staffing requirements (staffing support only for the length of the project). Preference

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will be given to investigators who have not been funded by LSCRF in the last three years. Additionally, grant recipients are expected to attend the bi-weekly Wednesday breast cancer seminars.

**Proposal Format:**

All proposals should be a maximum of four pages (excluding references and attachments) and include the following information:

**I. Project Overview**

- a. Project Title
- b. Project Introduction and Background
- c. Project Hypothesis
- d. Project Scope
- e. Specific Goals and Objectives
- f. Scientific Methods
- g. Project Timeline (outline specific steps)
- h. Project Participants (individual departments, centers, etc.)
- i. Background and Qualifications of Project Participants
- j. Connectivity to the Lynn Sage Cancer Research Foundation Mission  
*The LSCRF mission is to support innovative contributions to the understanding, research and treatment of breast cancer.*
- k. A brief update on previous Lynn Sage Cancer Research Foundation grants including published papers and subsequent grants (if applicable - not required of applicants without prior LSCRF funding)

**II. Funding Request**

- a. Amount Requested
- b. Description of Resource Need and Intended Use of Funding
- c. Additional Current and Pending Sources of Funding for this Project  
*Note: Budgets may be reduced based on reviewers' comments. Principal Investigators will be asked to resubmit revised budgets.*

**III. Expected Outcomes**

- a. Expected Outcomes and How Each Outcome will be Measured
- b. Project Risks and Critical Success Factors

**IV. Required Attachments**

- a. Attachment 1: Biographical Sketch\*
- b. Attachment 2: Other Support Document\*
- c. Attachment 3: Detailed Project Budget\*
- d. Attachment 4(+): Additional Relevant Information (if applicable)  
*Note: If your project will require a Northwestern University Office for Sponsored Research InfoEd Proposal Development record, this should only be initiated if the project is funded through this grants initiative.*

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\* Templates for the Biographical Sketch, Other Support Document and the Detailed Project Budget are available through the grants submission website.

**Submission Information:**

Please submit an electronic copy of your application through the grants submission website: <https://grants.nubic.northwestern.edu/welcome>. Applicants and administrators may log into the website using their Northwestern University NetIDs and passwords.

**Review:** A scientific advisory committee chaired by Dr. Leonidas Platanius will review and score submissions.

The LSCRF Grants Committee will review and select proposals to be funded during fiscal year 2016. The LSCRF Executive Board and LSCRF Full Board will review and select the recommended proposals. The recommended proposals will be approved by the NMF Executive Committee.

**Deadline:** Submission deadline is March 23, 2016 by 5:00 p.m. If you have questions, please contact Tiffany Lamar at 312.926.6183 or [tlamar@nmf.org](mailto:tlamar@nmf.org).

**Grant Award:** The project period will be September 1, 2016 through August 31, 2017. An award letter from the Chairman of LSCRF will be issued to the project leader in June, noting that final approval of the grants will occur by the Robert H. Lurie Comprehensive Cancer Center executive committee and at the NMF Executive Committee meeting in July. The letter will indicate if additional documentation or steps are required prior to the initiation of the project. Funding will be available in September 2016.

**Program Administration:** The LSCRF Research Grants Initiative process will be administered by NMF with the approval of the leadership of the Robert H. Lurie Cancer Center and the Lynn Sage Grants Committee. All changes in scope, budget and personnel must be submitted in writing to Tiffany Lamar for pre-approval by sending an e-mail to [tlamar@nmf.org](mailto:tlamar@nmf.org).

**Reports:** A brief final report (1-2 pages) is to be submitted to Tiffany Lamar in both hard copy and electronic copy in September 2017. These reports are to follow the template supplied by NMF include the outcome of the proposal along with budget versus expenditure information. Such stewardship accountability reports will be shared with LSCRF.

**Presentations:** It is anticipated that individuals receiving a grant will be asked to present their project at a LSCRF meeting or at other NMF events.

**Publications:** Publications resulting from this work are to acknowledge the support of the Lynn Sage Cancer Research Foundation. A copy of the publication should be sent to Tiffany Lamar at NMF.