



Hyundai Hope On Wheels®

*Helping Kids Fight Cancer*

**Request for Proposal  
Hyundai Hope On Wheels  
Pediatric Cancer Research Funding  
SURVIVORSHIP COLLABORATION AWARD**

April 11, 2024

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Hyundai Survivorship Collaboration RFP

## HYUNDAI HOPE ON WHEELS SURVIVORSHIP AWARD and SURVIVORSHIP COLLABORATION AWARD APPLICATIONS

### INTRODUCTION

Hyundai Hope On Wheels® [“HHOW”], a 501(c)(3) non-profit, joined the fight against childhood cancer in 1998. Since its inception, HHOW has awarded more than \$250 million in grants to fund life-saving pediatric cancer research in the U.S. Our mission is to increase awareness and to fund research to increase cure and care.

In 2024, we celebrate our 26<sup>th</sup> year in the fight against pediatric cancer. In that regard, we are pleased to announce the availability of our newest grant category – the **Survivorship Collaboration Award** - for pediatric cancer. The Survivorship Collaboration Award is aimed at funding efforts focused on improving the lives of pediatric cancer survivors.

Each Survivorship Collaboration Award Proposal must include **two or more institutions** and may request up to **\$1,000,000** to be paid to the lead institution (as defined by the proposal), over 3 years.

### PHILOSOPHY OF HYUNDAI HOPE ON WHEELS SURVIVORSHIP COLLABORATION AWARDS

In September 2023 and February 2024, Hyundai Hope on Wheels hosted Survivorship Summits to identify and address the most pressing needs in pediatric cancer survivorship, and to develop a framework and funding priorities for a new investment in survivorship research. Survivorship experts and speakers from across the country explored topics including survivor education and networking, new agents and late toxicity, preventative care, and novel methods for information sharing. On the basis of these presentations and discussions, the Survivorship Collaboration Award was developed to provide funding for collaborative research projects focused on pediatric cancer survivorship. Our ultimate long-term goal is to improve the quality of life of pediatric cancer survivors.

Eligible applicants for this grant must have a solid track record of involvement in pediatric cancer survivorship. A key component of the Hyundai Survivorship Grant is the **requirement for collaboration by two or more institutions**, each of which must make substantial contributions to a shared project.

Research projects to be funded by this program will be those that pursue innovative research focused on pediatric cancer survivorship. Examples of projects that will be considered for funding include (but are not limited to) those focused on:

- Improving approaches to communicate survivor medical information and/or engage survivors in the medical care system
- Educating survivors/oncologists/primary care physicians about survivorship issues
- Developing virtual/telehealth resources to support physicians caring for survivors
- Investigating novel wearable devices that could benefit survivors or provide important data
- Innovating approaches for extracting survivor data from the EHR or using AI/IT technology to improve survivorship care or research
- Improving survivorship guidelines
- Enhancing dissemination of survivorship guidelines
- Improving long-term health of survivors

Survivorship Collaboration Awards should be **translational** in nature, with a clear path to directly impacting patients. Proposals will be judged based on innovation, impact, and clear, measurable and demonstrated outcomes by the end of the three-year period of support.

Funding for Survivorship Collaboration awards will be awarded to the applying institution (herein referred to as the “Applicant”) for the purpose of supporting the Principal Investigator (“PI”) and Collaboration Team (“Collaborators”) to carry out the research specified in the proposal. Should the grant application be selected for funding, a Survivorship Collaboration Grant Agreement, which sets forth all terms and conditions of the grant, is required to be signed by the Applicant, the PI, and the Collaborators. As this is a large and multi-year award that is given on a competitive basis, no changes will be permitted to the Survivorship Award Agreement.

#### HYUNDAI SURVIVORSHIP COLLABORATION GRANT CRITERIA

- The Applicant institution must be a Children’s Oncology Group (“COG”) member institution **in the U.S.** and be a non-profit under the IRS code.
- A collaborating institution may be outside of the Children’s Oncology Group if they play an integral part of the research plan (e.g. an adult healthcare system, but the institution must be non-profit).
- The Hyundai Survivorship Collaboration Award is intended to foster collaboration between two or more institutions. A “Lead” institution must be identified, which will be responsible for signing the grant agreement and distributing shared grant funds to co-investigating institutions.
- An individual Institution may be the “Lead” on only one Hyundai Survivorship Collaboration Award application. Note that having obtained/applied for other HHOW grants (e.g. YI, Scholar, Bridge2K) does not preclude applying for or holding a Survivorship Collaboration Award.
- Collaborators may be from an institution outside the U.S. (e.g. COG sites in Canada, Australia and New Zealand are eligible as collaborating institutions).
- An individual may serve as a Principal Investigator on only a single Survivorship Collaboration Award proposal. An individual may serve as a Collaborator on a maximum of two additional proposals.
- Collaborators must be from at least two separate institutions with distinct academic homes – proposals involving investigators from institutions that are clearly linked (e.g. Harvard University/Boston Children’s Hospital/Dana Farber Cancer Institute or Emory University/Children’s Healthcare of Atlanta) will not be considered to be collaborations.
- A Principal Investigator must have an established record in survivorship research, or in a field of research that could be applied to survivorship research and must have at least one of the following advanced degrees: MD, DO, PhD.
- The PI/Lead Investigator (and primary collaborators) must commit at least 10% effort to the project.

- 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. Any changes to PI or collaborators must be requested and are subject to approval by the HHOW Medical Advisory Board.
- Funding may not be transferred to another institution if the PI or collaborators moves during the 3-year period of support.
- The research work and approved project spending will begin upon completion of a Hyundai Survivorship Collaboration Award agreement and receipt of grant disbursement, on or before January 1, 2025. All grant funds must be used by December 31, 2027.
- A single, 1-year no cost extension may be requested if the project is not completed by the end of the three-year term.
- Eligible projects must be those with direct, measurable translational/clinical impact.
- As a material condition prior to review of the proposal, the Applicant must agree to host a Hope On Wheels check presentation and handprint ceremony at an agreed upon date, if selected for funding. The PI agrees to become designated as a **Hyundai Survivorship Scholar** and include this designation in professional title during the duration of the Award.
- The applicant is expected to attend HHOW DC Days events on September 19, 2024. Air travel to DC, and two nights in a hotel for a representative of each of the collaborating institutions will be covered by HHOW.
- With the submission of the Survivorship Collaboration Award application, the Applicant confirms that they are authorized by Officers of the Institution to submit same, and it agrees to abide by all terms and conditions of the Survivorship grant.
- A Grant Agreement (herein referred to as "Agreement") is required to be executed for all approved Survivorship Awards. **No Applicant-initiated changes will be allowed to the Agreement.**
- Applicant agrees that failure to abide by terms and conditions of an approved grant may result in revocation of un-released grant funds, and/or future ineligibility for HHOW grants.
- The **total** amount of money to be provided from the Survivorship Collaboration Award is \$1.0 million. **Indirect costs are allowable but may not exceed 10% (or \$100,000) of the total program budget of \$1.0 million (allowable indirect costs may not exceed \$33,333 in any single year of the grant award).**
- Members of the HHOW Medical Advisory Committee are not eligible to be Principal Investigators on a Hyundai Survivorship Award proposal but may be co-investigators/collaborators.

## APPLICATION PROCESS

### Overview

- The Survivorship Collaboration proposal will be submitted via ProposalCENTRAL.
- The application must include the institution ID number, which is included on the grant invitation cover letter of invitation.
- **All final applications are due on or before 11:59 PM Pacific Time, July 15, 2024. Absolutely no exceptions will be allowed. Failure to comply may result in disqualification.**
- Research proposals will be evaluated based on:
  1. Relevance to pediatric cancer survivorship
  2. Quality of science
  3. Innovation
  4. Potential for success
  5. Potential impact on the field
  6. Quality of PI and Collaborators
  7. Quality of institutional environment
  8. Quality of the Collaboration
- Applicants may use Survivorship Collaboration funds in conjunction with another award on the same topic. However, the potential overlap and clear differences MUST be clearly identified in the budget and budget justification.
- If the PI or the Collaborator 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)

## DETAILED CONTENT OF APPLICATION

For the Survivorship Collaboration application, the following sections are mandatory for each, and appendices are not permitted. Applications that do not meet these guidelines will not be reviewed.

- I. **Contact information** – PI and Collaborators name(s), title(s), institution(s), email(s), phone(s), mailing address(es)
- II. **Lay summary** (no more than 300 words - 1 page total) – not less than 11 point font (acceptable fonts include Calibri/Aptos); and not less than 1 inch side, top and bottom margins.
- III. **Research Proposal** (NOT TO EXCEED total 12 pages including Figures) – not less than 11 point font (acceptable fonts include Calibri/Aptos); and not less than 1 inch side, top and bottom margins. 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 including metrics to be assessed
  - e) Anticipated milestones during each year of the award
  - f) Significance/Potential clinical impact
- IV. **Bibliography** (no limit)
- V. **Collaboration Details**

Two (2) additional pages in the proposal should be designated as “Collaboration Details” to specify the members of the collaboration, their institutions, their specific roles in the project and details about the nature of the collaboration – e.g. frequency of in-person and virtual meetings, data sharing. A Lead Collaborator from each collaborating site must be identified for purposes of the grant agreement (and will be the recipient of sub-awarded grant funds). The applicant should specify the plan should the PI or one or more of the Collaborators become unable to fulfill obligations under the during the term of the grant, describing the succession plan for the Project. As indicated above, funding may not be transferred to another institution if the PI or collaborators moves during the 3-year period of support. Subcontracts underway/completed can be discussed in this section (but do not need to be completed by date of application). The funding to be distributed to collaborators should be specified in the Budget Justification below.
- VI. **Budget Justification** – estimated amounts, to nearest \$5,000, in the following categories:
  - 1) Personnel – identify specific individuals by name (if possible), role on project and % effort during each year (both at PI center and at collaborating sites)
  - 2) Supplies (both at PI center and at collaborating sites)
  - 3) Capital equipment expenditures are not permitted

- 4) Other (both at PI center and at collaborating sites)
  - Travel for PI and primary collaborators for non-HHOW events is limited to \$2500 per investigator per year
  - Publication costs are permitted but may not exceed \$3000 per year (during 2nd and 3<sup>rd</sup> years only)

VII. **NIH Biosketch of PI and Collaborators** (no more than 5 pages each)

VIII. **Other Grant Support of PI and Collaborators** (Current, Pending, and Past 3 years)

IX. **Letter of Support from 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.

Additional Institution documentation to include:

- Copy of Institutional IRS Letter of Determination
- Completed Institutional W9 form

**Hyundai Hope On Wheels will not be able to provide specific feedback to any individual or organization regarding the status, merit and/or denial of its application.**



#### AWARD GUIDELINES & TIMEFRAME

- All completed grant applications will be reviewed by a panel of medical experts identified and convened by HHOW.
- All grant applicants will be notified of status no later than **September 5, 2024**.
- Selected grant winners must appear at a mandatory event in Washington, DC at a public announcement event on **September 19, 2024**. The PI or Collaborator may reimburse travel related costs for the event from the first grant installment.
- Selected grant recipients must sign the HHOW Survivorship 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 its' national promotional campaign.
- Research projects for the Survivorship Collaboration Award may begin after return of a signed Survivorship Collaboration Grant Agreement and upon receipt of the first installment. The first installment will be released on or before January 1, 2025.
- Submission 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 discretion or to refrain from selecting any one or all of the grant applicants.

#### KEY DATES

- April 30, 2024 RFA available
- July 15, 2024 Survivorship Collaboration Award Applications due
- Aug 19, 2024 Reviews due
- Sept 5, 2024 Survivorship Collaboration Award winners notified
- Sept 18, 2024 Survivorship Award Winners attend announcement ceremony in Washington, DC
- Dec 31, 2024 First Installment of Survivorship Award released to the Institution