Request for Proposals (RFP)

Testing Intervention Strategies for the Primary Prevention of Breast Cancer: Phase 2 (Component 2 Full Award)

California Breast Cancer Research Program
Preventing Breast Cancer: Community, Population, and Environmental Approaches

Deadline to apply:
August 08, 2024

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About the California Breast Cancer Research Program and the Preventing Breast Cancer Initiative

The **California Breast Cancer Research Program (CBCRP)** was established pursuant to passage by the California Legislature of the 1993 Breast Cancer Act (i.e., *AB 2055 (B. Friedman) [Chapter 661, Statutes of 1993]* and *AB 478 (B. Friedman) [AB 478, Statutes of 1993]*). The program is responsible for administering funding for breast cancer research in the State of California.

The mission of CBCRP is to eliminate breast cancer by leading innovation in research, communication, and collaboration in the California scientific and lay communities.

- CBCRP is the largest state-funded breast cancer research effort in the nation and is administered by the University of California, Office of the President.
- CBCRP is funded through the tobacco tax, voluntary tax check-off on personal income tax forms, and individual contributions.
- The tax check-off, included on the personal income tax form since 1993, has drawn over $12 million for breast cancer research.
- Ninety-five percent of our revenue goes directly to funding research and education efforts.
- CBCRP supports innovative breast cancer research and new approaches that other agencies may be reluctant to support.
- Since 1994, CBCRP has awarded over $290 million in 1,249 grants to institutions across the state. With continued investment, CBCRP will work to find better ways to prevent, treat and cure breast cancer.

PBC Priority Areas

CBCRP's Program Initiatives integrate expertise and experience from a range of stakeholders to identify compelling research questions and fund research projects that help find solutions to reduce suffering from breast cancer and move science closer to eliminating the disease. The Program Initiatives engage scientists, advocates, people impacted by breast cancer, and the broad community in a dialogue to frame research priorities and fund meaningful research.

In 2004, CBCRP launched its Special Research Initiatives (SRI), devoting 30% of research funds to research to environmental causes of breast cancer and the unequal burden of the disease. Under this initiative, CBCRP funded 26 awards totaling over $20.5 million. In 2010, CBCRP launched its second round of Program Initiatives, the California Breast Cancer Prevention Initiatives (CBCPI), adding population-level prevention interventions as a target area and devoting 50% of its funds to these priority areas. To date, CBCRP has funded 22 awards under CBCPI, totaling over $19 million.

In 2015, CBCRP's Council decided to build on the existing Program Initiatives by devoting 50% of CBCRP research funds between 2017 and 2021 to a third round of Program Initiatives. This new effort is titled Preventing Breast Cancer (PBC): Community, Population, and Environmental

Approaches. Approximately $20 million is being dedicated to directed, coordinated, and collaborative research to pursue the most compelling and promising approaches to:

- Identify and eliminate environmental contributors to breast cancer.
- Identify and eliminate fundamental causes of health disparities with a focus on breast cancer in California.
- Develop and test population-level prevention interventions that incorporate approaches to address the needs of the underserved and/or populations experiencing disparities in the burden of breast cancer.

In 2020, CBCRP began releasing a series of initiative based on 10 concept proposals to stimulate compelling and innovative research in all three PBC focus areas.

In March 2022, CBCRP issued an RFP for "Testing Intervention Strategies for the Primary Prevention of Breast Cancer: Phase 1". Awards were made to four research teams, two Component 1 awards and two Component 2 Pilot awards. This RFP is for Phase 2 of this initiative (Component 2 Full Award).

Testing Intervention Strategies for the Primary Prevention of Breast Cancer: Phase 2 (Component 2 Full Award)

Available Funding

This initiative aims to fill gaps in evidence about the effectiveness of community-level intervention strategies to reduce a priority set of breast cancer risk factors detailed in *Paths to Prevention, the California Breast Cancer Primary Prevention Plan*. This initiative has two components. Component 1 is an assessment of an innovative but untested intervention strategy that had been or is being implemented in California communities, as defined by geography, culture, racial/ethnic composition or shared experience or goals, to address breast cancer risk factors from *Paths to Prevention*. Component 2 tests a new and integrated intervention strategy that specifically addresses chemical exposures and other factors, to reduce occupational and/or environmental exposures as well as align with broader community concerns.

In 2022, CBCRP awarded two one-year Component 2 Pilot Awards. CBCRP is currently sponsoring a Request for Proposals (RFP) for a Component 2 Full Award. This Call is open to any California applicants whether they received a Component 2 Pilot or not. CBCRP intends to fund a single Component 2 Full Award with a maximum direct cost budget of $1,825,000 and a duration of five years.

Completed responses to this RFP are due by Thursday, August 08, 2024, 12 Noon PT. The project start date is December 1, 2024.

For more information and technical assistance, please contact:
Sharima Rasanayagam, PhD
Environmental Health and Health Policy Program Officer, CBCRP
sharima.rasanayagam@ucop.edu
(510) 987-9216

Background/Justification

The purpose of this funding initiative is to fill gaps in evidence about the effectiveness of community-level intervention strategies for a priority set of breast cancer risk factors in *Paths to Prevention* [1], drawing on its suggested intervention goals and strategies, and on its guiding principles. The guiding principles emphasize: 1) systemic change; 2) addressing racism and inequities in power and access; 3) community wisdom as a source of information; 4) multi-factorial interventions; and 5) absence of the need for 100% certainty to act. ***Of special interest are occupational and environmental exposures and social determinants of health that disproportionately affect communities at social or economic disadvantage in California.*** The goal is to expand the evidence base for community-level intervention strategies to address the breast cancer risk factors of concern to underserved or historically marginalized communities in

California. Such strategies, once shown to be effective, could be implemented across California and possibly in other states. Promising but untested strategies may already be in use in some California communities to address some of these risk factors; such a strategy would be rigorously assessed in Component 1 of this initiative for its effect on breast cancer risk factors. A new, integrated intervention strategy would be developed and tested in Component 2 of this initiative. Once efficacy/effectiveness is established through Component 1 and Component 2 intervention studies, these intervention strategies could be the subject of further dissemination and implementation efforts, including by future funding through the CBCRP.

Further background and supporting evidence for this initiative can be found in the original Phase 1 RFP available at testing-primary-prevention-1-rfp.pdf (cbcrp.org).

Research Questions for Component 2 Full Award

As stated in the Phase 1 RFP, Component 2 of this initiative has two phases. Phase 1 was offered as a Pilot Award and Phase 2 is now being offered as a Full Award.

For this Component 2 Full Award, CBCRP is looking for proposals to test a new, integrated intervention strategy that addresses chemical exposures in relation to broader social contextual factors, to reduce occupational and/or environmental exposures as well as improve and promote overall health and wellness. The intervention to be tested, which could be a modification to an existing intervention strategy not yet implemented in California, should be conducted within a cohort of women with shared workplace and/or place-based exposure to harmful chemicals or ionizing radiation. The cohort should be inclusive in terms of social (e.g., race/ethnicity) and economic demographics. The integrated intervention strategy should address intervention goals related to occupational and/or place-based exposures, within the context of the first two risk factors in *Paths to Prevention*: race, power, and inequities; and the social and built environment. The outcomes of interest are reduction in cohort-wide harmful exposures for breast cancer and improvement in cohort-wide measures of health (improvements in health behaviors or a reduction in the prevalence or severity of a chronic health condition), within a five-year project period.

Paths to Prevention also described common breast cancer risk factors unrelated to environmental or occupational exposures, such as alcohol consumption, diet and nutrition, physical inactivity, tobacco, and body weight. These risk factors often occur together, such as alcohol consumption and tobacco use, or poor nutrition and weight gain. The evidence linking alcohol consumption and physical inactivity with breast cancer is strong. Chronic health conditions that have been linked with some of these factors and environmental exposures could promote breast cancer development through biologic mechanisms that are at least additive, if not synergistic. The prevalence of many of the behavioral risk factors that put women at higher risk of breast cancer and other co-morbidities can be higher in communities

that have been economically or socially marginalized. These communities also often experience greater exposure to harmful substances.

For many women from racial and ethnic minority groups who are economically and socially marginalized, limited opportunities and resources in their communities make it difficult to make healthy behavioral choices. In the 10 listening sessions that BCPP conducted with community groups, participants frequently discussed issues such as racism, access to healthy foods, and spaces for physical activity. The listening sessions reveal that participants wanted not only to avoid harmful exposures and breast cancer; they also wanted to live in communities that promote good health. Such contextual factors have been termed social determinants of health, and these factors are reflected in the first two risk factors described in *Paths to Prevention*: race, power, and inequities; and social and built environment.

For Component 2, an integrated intervention, the strategies to be tested should be designed to reduce harmful exposures and promote health in a community by mitigating a combination of chemical and other risk factors from *Paths to Prevention*. The priority risk factors, and the focus of associated intervention goals of special interest, are:

- Race, power, and inequities
    - Goal 2, build power and capacity for women to drive societal change
    - Goal 3, expand culturally appropriate messaging in education and awareness
    - Goal 4, endorse and support justice movements that address discrimination, marginalization, and oppression
- Social and built environment
    - Goal 2, develop safe walk, bicycle and public friendly cities to enhance physical activity and reduce transit-related pollution
    - Goal 3, ensure low-income housing is free from pollutants
    - Goal 4, accessible and safe indoor and outdoor recreation spaces
- Occupation
    - Goal 4, objective 2, make workplaces safer
        - Strategy 1, eliminate hazardous chemicals and practices from workplaces, with an emphasis on breast cancer risks
        - Strategy 2, focus on actions specific workforces (such as salon workers and janitorial workers) can take to protect themselves immediately
- Place-based chemicals
    - Goal 5, reduce exposures to harmful exposures and pesticides in public places

Approaches and Methods

The research must be conducted as community-partnered participatory research (CPPR) [2]. A five-year Component 2 Full Award is being offered. Applications are welcomed from Component 2 Pilot recipients who will have gathered data, analyzed existing data, developed and tested tools to be used in a full research project, solidified their partnership, and prepared

for this Full Award application or for an application to another funding agency. Applications are also welcomed from teams who have already developed these elements and can demonstrate this in an application.

For these awards, where experimental study designs may not be feasible, the intervention research could involve quasi-experimental studies. For example, matched concurrent comparisons, studies with unmatched comparisons, or studies with pre-post measures may be selected. However, the rigor of the proposed intervention research design will be evaluated in the application review process.

The research teams must include individuals representing:

- At least one California-based community organization (formal or informal);
- Community members, including patients, clients or interested people (beyond the Community Organization representative);
- At least one experienced academic researcher working in California in an appropriate discipline and setting.

Each team must have one person designated as the "Community co-principal investigator (co-PI)" and one as the "Academic co-PI." The co-PIs take joint leadership on the research project and ensure adequate representation of both community and scientific perspectives.

The team must work collaboratively in all phases of the research project, including:

- Identifying the problem and formulating the research questions
- Writing and submitting the application
- Designing and carrying out the research
- Analyzing the research findings
- Preparing reports to the CBCRP
- Disseminating the results to both community and scientific audiences

Teams must present evidence of broad community involvement throughout the entire proposal and proposed project. This can be accomplished by having community members on the research team (the preferred option) or by having an informed and empowered community advisory board that is confident that they can express opinions and be heard by the research team.

A key practice in building and maintaining partnerships between community leaders and academically-trained partners is the practice of taking practical steps to promote equity and inclusion in the team. To that end, the CBCRP encourages teams to use the engagement principals for equity and inclusion that were developed by the Patient-Centered Outcomes Research Institute (PCORI) to inform their activities.

Dissemination Plans

Each application must include a dissemination plan, which includes methods to ensure the application of findings. Each applicant will be expected to present their plans to disseminate the results with all project partners. Applicants should include an action plan for informing community participants of the results of the study. Applicants are encouraged to actively involve project partners in the wider dissemination of results to project funders, local and state stakeholders, and policy decision makers. New and evolving models (e.g., social media) that enhance dissemination [3] should be described in a competitive proposal. The dissemination plan should include modes and channels appropriate for the populations and communities corresponding to the target population for the tested prevention strategy and include bilingual/multilingual translation of materials, as needed.

The dissemination plan should also describe the translational potential of the work. To the extent appropriate, all applicants should describe how the lessons learned from the projects, in specific California jurisdictions, could be translated (put into action) across the state by making clear recommendations. Applicants also should describe how research findings could be replicated in other jurisdictions outside the state of California and how the findings and lessons learned will be disseminated more broadly.

Budget

CBCRP intends to award one Component 2 Full Award with a maximum total direct cost budget of $1,825,000 and a duration of five years.

Indirect (F&A) costs are paid at the appropriate federally approved F&A rate for all institutions except for University of California campuses, which receive a maximum of 35% F&A (25% for off-campus projects). Organizations that do not have a federally approved F&A rate may request a De Minimis rate of 25%.

Supplemental funding is available for funded projects to support promising high school students, undergraduate students and/or community members from groups underrepresented in breast cancer research and/or those who wish to pursue careers focused on questions affecting underrepresented communities to breast cancer research. Applications for these supplements will be accepted during the prefunding stage of the award and will start December 1, 2024. Visit https://cabreastcancer.org/files/cbcrp-diversity-supplement.pdf to learn more.

References

1. Buermeyer N, Engel C, Nudelman J, Rasanayagam S, Sarantis H. Paths to Prevention: California Breast Cancer Primary Prevention Plan. Breast Cancer Prevention Partners, San Francisco, CA, September 2020. Available at: https://www.bcpp.org/resource/california-breast-cancer-primary-prevention-plan/

2. Israel BA, Eng E, Schulz AJ, Parker EA (eds.) *Methods for Community-Based Participatory Research for Health, 2nd Edition.* Jossey-Bass; 2012. https://www.wiley.com/en-

us/Methods+for+Community+Based+Participatory+Research+for+Health%2C+2nd+Edition-p-9781118021866

3. Steensma JT, Kreuter MW, Casey CM, Bernhardt J. 12. Enhancing dissemination through marketing and distribution systems. In: Brownson RC, Colditz G, Proctor EK, eds. *Dissemination and Implementation Research in Health: Translating Science to Practice*. Oxford University Press; 2017:191-200. DOI:10.1093/oso/9780190683214.001.0001

How We Evaluate RFPs

CBCRP uses a two-tier evaluation process: peer review and programmatic review. It is a combination of (i) the peer review rating, (ii) the programmatic rating, and (iii) available funding that determines a decision to recommend funding.

Peer Review

All applications are evaluated by a peer-review committee of individuals from outside of California. The committee is composed of scientists from relevant disciplines and breast cancer advocates and other community representatives.

Component 2 Full applications are rated using four equally weighted criteria. The first two are categorized as "collaboration elements" and the second two are termed "scientific merit".

- **Partnership** *(Collaboration Element)*
    - The extent to which the strengths/nature of the proposed community partnership is reflected in leadership and involvement in all phases of the project (e.g. inception to dissemination).
    - The level to which both partners' knowledge and lived experience is integrated into planning and conducting the research.
    - The level to which both co-PIs have engaged with the larger community to get their input in the application development process.
    - The extent to which agreements have been reached regarding procedures for resolving disagreements among collaborators, ownership of data, and dissemination of results.
    - The potential for capacity-building for any or all of the partners.
    - Demonstrated successful collaboration in previous research projects.
- **Community Benefit** *(Collaboration Element)*
    - The extent to which the community has been involved in the development of the research idea and questions, and the writing of the research proposal.
    - Plans for how the broader community will be involved in the research project during the course of the research, from helping to conceptualize the research question(s) through dissemination of the results.
    - The potential importance and benefit to the broader lay community of the research question(s) and expected outcomes.
    - The potential for the research project to facilitate learning, further collaboration, and systems change.
    - The plan for translating the research results into tangible benefits for the community and for engaging the community, local and state stakeholders and policy decision makers in discussions of the results of the research and the implications for them.
- **Quality of the Research** *(Scientific Merit)*

    - The scientific importance of the research questions, including consideration of the most relevant literature and whether the intervention being researched will result in a breast cancer prevention strategy.
    - The appropriateness and integration of the conceptual framework, research methods, and data analysis plan to the research question and aims.
    - The strength of the research plan to analyze the effectiveness of the prevention strategy.
- **Feasibility** *(Scientific Merit)*
    - The extent to which the project can be successful given the partners' knowledge, skills, resources, and experience.
    - The likelihood of completing the project as proposed given the available funding and time frame.
    - The usefulness (validity and/or importance) of data from previous research and community experience for the proposed research plan.

Programmatic Review

This review is conducted by the California Breast Cancer Research Council and involves reviewing and scoring applications with sufficient scores from the peer review process based on the criteria listed below. The individuals on the Council performing this review include advocates, clinicians, and scientists from a variety of disciplines. In performing the Programmatic Review, the advisory Council evaluates **only a portion of the application materials** (exact forms are underlined). Pay careful attention to the instructions for each form. The Programmatic criteria include:

- **Responsiveness.** How responsive are the project and co-PIs to the stated intent of the selected Initiative? Avoid general references to the requirements of the RFP. Describe how elements of the proposed research plan are linked to one or more of the specific RFP topic areas. Compare the PIs' statements on the Program Responsiveness form and the content of the Lay and Scientific Abstracts to the PBC topic area.
- **Quality of the Lay Abstract.** Does the Lay Abstract clearly explain in non-technical terms the research background, questions, hypotheses, and goals of the project? Is the relevance to the research initiative understandable?
- **Diversity, Equity and Inclusion.** Do the statements in the Collaborative Agreements demonstrate a plan for the research team include community members representing groups that are underrepresented in breast cancer research? Do the project and the PIs' statements on the Program Responsiveness form demonstrate how this research will address the needs of the underserved (including those that are underserved due to factors related to race, ethnicity, socioeconomic status, geographical location, sexual orientation, physical or cognitive abilities, age, occupation and/or other factors)? Do the statements in the PIs' Program Responsiveness form describe how the research will affect systems change for historically disenfranchised groups?

- **Community Involvement.** Are the named community PIs and community organizations clearly driving the proposed research project? How well has the team described the strengths/nature of the proposed community partnership and how is it reflected in leadership and involvement in all phases of the project (e.g. inception and application through to dissemination). How well has the team described how both co-PIs have engaged with the larger community to get their input in the application development process. Are meetings and other communications sufficient for substantive engagement and collaboration? Are the roles and responsibilities of the PIs clearly outlined and is the agreement for sharing of budget clear? [The Advisory Council will examine the co-PIs' statements on the Lay and Scientific Abstracts, Program Responsiveness form, and Collaborative Agreements.]
- **Dissemination and translation potential.** The degree to which the applicant's statements on the Program Responsiveness form provides a convincing argument that the proposed research has the potential to inform real-world breast cancer prevention efforts.

Application Instructions

Application materials are available through RGPO's SmartSimple application and grant management system. Please review the SmartSimple Application Instructions for the technical instructions for accessing and completing your application. This supplemental programmatic instruction document provides guidance for the content of your application.

Application Components

Section 1: Title Page

- **Project Title:** Enter a title that describes the project in lay-friendly language. (Max 100 characters).
- **Project Duration:** Selected duration should be 5 years.
- **Proposed Project Start Date:** Enter a project start date of December 1, 2024.
- **Proposed Project End Date:** Enter a project end date of November 30, 2029 for a 5-year award.

Section 2: Applicant/PI

A required field entitled "ORCID ID" is editable on the Profile page. ORCID provides a persistent digital identifier that distinguishes you from every other researcher and, through integration in key research workflows such as manuscript and grant submission, supports automated linkages between you and your professional activities ensuring that your work is recognized. If you have not already obtained an ORCID ID number, you may do so at http://orcid.org/ Once you have done so, please enter your 16-digit identifier in the space provided on your profile page in the following format: xxxx-xxxx-xxxx-xxxx.

Section 3: Project Information

Please use the following guidelines to differentiate between Lay and Scientific Abstracts:

Lay Abstract (Max 2400 characters)**:** This item is evaluated mainly in the programmatic review. Do not use symbols or other special text, as these will not transfer to the "abstracts" box. The Lay Abstract must include the following sections:

- A **non-technical introduction** to the research topics
- The **question(s) or central hypotheses** of the research in lay terms
- The **general methodology** in lay terms
- **Innovative elements and potential impact** of the project in lay terms

The abstract should be written using a style and language comprehensible to the general public. Avoid the use of acronyms and technical terms. The scientific level should be comparable to either a local newspaper or magazine article. Avoid the use of technical terms and jargon not a part of general usage. Place much less emphasis on the technical aspects of the background, approach, and methodology. Ask your advocate partner to read this abstract and provide feedback.

Scientific Abstract (Max 2400 characters)**:** This item is evaluated mainly in the peer review. Do not use symbols or other special text, as these will not transfer to the "abstracts" box. The Scientific Abstract should include:

- A short introductory paragraph indicating the **background** and overall topic(s) addressed by the research project
- The **central hypothesis** or **questions to be addressed** in the project
- A listing of the **objectives or specific aims** in the research plan
- The major research **methods and approaches** used to address the specific aims
- A brief statement of the **impact** that the project will have on breast cancer

Provide the critical information that will integrate the research topic, its relevance to breast cancer, the specific aims, the methodology, and the direction of the research in a manner that will allow a scientist to extract the maximum level of information. Make the abstract understandable without a need to reference the detailed research plan.

Additional information: Applicants must respond to the following categories and discussion points using the online fields provided:

- **Specific aims** (Max 2400 characters/approx. 350 words). List the proposed aims of the project.
- **CBCRP Research Priorities.** Select "Etiology and Prevention" as the CBCRP priority issue that the research addresses.
- **CSO Research Type(s) and Sub-Type(s).** Select "3.0 Prevention" as the CSO Type, and please select the corresponding CSO Sub-Type(s) that best represent your project.
- **Subject Area(s).** See SmartSimple submission instructions for more details.
- **Focus Areas(s).** See SmartSimple submission instructions for more details.
- **Research Demographics.** Complete this table if the research project will involve human subjects. Enter the target demographics of the research participants that you propose to recruit. See the SmartSimple submission instructions for more details.
- **Milestones.** See SmartSimple submission instructions for more details.

Section 4: Project Contacts

Project Personnel. Provide contact information and effort for Key Personnel and Other Significant Contributors on your project including the Applicant Principal Investigators (Co-PIs), Co-Investigators, Advocates, Trainees, Collaborators, Consultants, and support personnel, as necessary. Upload biosketches to each of your Key Personnel members in this section, as shown in the SmartSimple instructions. A 10% minimum effort (1.2 months per year) is required for the Applicant PIs (Co-PIs).

Section 5: Budget

This section contains several sub-tabs: Institution Contacts, Budget Summary, Budget Details, and Subcontract Budget Details. Complete the information in the Institutional Contacts, Budget

Summary, Budget Detail and, if applicable, Subcontract Budget Details tab as described in the SmartSimple Application Instructions.

Each institution that is a partner in the project must complete a separate budget. This means the Community Co-PI and the Academic Co-PI will each have their own Budget. If a collaborative partner on the project has a subcontract, then that subcontracting organization can complete a budget or the prime partner can complete the budget for the subcontracting organization. The Submitting Co-PI has the ability to edit all budgets, although the invited Co-PI does not.

Maximum duration is 5 years, and the total direct costs budget cap is $1,825,000.

The budget allocated to the research dissemination activities must be specifically labeled in the budget justification.

Additional budget guidelines:

- **Equipment** purchases up to $10,000 are allowed. Only include individual items >$5,000. Any items less than $5,000 must be purchased under the "supplies" budget category.
- **Other Project Expenses:** Include other project costs such as supplies and/or materials here.
- **Travel**: A minimum of $400 must be budgeted in year 1 for travel to the **CBCRP symposium**. **Scientific meeting travel** is capped at $2,000/yr.
- **Indirect (F&A) costs**. Non-UC institutions are entitled to full F&A of the Modified Total Direct Cost base (MTDC); UC institutional F&A is capped at 35% MTDC*, or 25% MTDC for off-campus investigators (not retroactive to prior grants).

**Allowable expenditures in the MTDC base calculation include salaries, fringe benefits, materials and supplies, services, travel, and up to the first $25,000 of each subgrant or subcontract (regardless of the period covered by the subgrant or subcontract). Equipment, capital expenditures, charges for patient care and tuition remission, rental costs, scholarships, and fellowships as well as the portion of each subgrant and subcontract in excess of $25,000 shall be excluded from the modified total direct cost base calculation. If a grantee or subcontractor does not have a federally negotiated F&A rate at the time of the proposal submission, the grantee and/or subcontractor may estimate what the federally negotiated rate will be at the time of award and include this rate in the proposed budget, or may request a "De Minimis" F&A rate of 25% MTDC.*

Additional budget guidelines can be found in Appendix A.

Section 6: Assurances

Enter assurance information. If available, enter your institutional Federal Wide Assurance (FWA) code or equivalent for Human Subjects, an IACUC Animal Welfare Assurance code for Vertebrate Animals, and equivalent for Biohazard ad DEA Controlled Substance approvals.

Section 7: Documentation

Complete and upload all required items. All uploads must be in PDF format. Listed below are the forms and templates you download from SmartSimple, enter text, convert to PDF, and, unless instructed otherwise, re-upload to your application in this section.

Upload Item (Template/Form)	Page limit	Required or optional	Peer Review?	Programmatic Review?
Research Plan	**10**	**Required**	**Yes**	**No**
Program Responsiveness	**3**	**Required**	**Yes**	**Yes**
Collaborative Agreements	**2**	**Required**	**Yes**	**Yes**
Biosketches (All Personnel listed on Key Personnel form)	**5 (each biosketch)**	**Required** *(upload to Project Personnel section)*	**Yes**	**Yes (PI only)**
Facilities	**1 per institution**	**Required**	**Yes**	**No**
Human Subjects	**No limit**	**Required**	**Yes**	**No**
Appendix list and uploads	**30**	**Optional**	**Yes**	**No**

Detailed Description of Proposal Templates

Research Plan (required)

This section is the **most important** for the peer review. Note carefully the page limits, format requirements, and suggested format. **Limit the text to ten pages.** References are not included in the page limit.

Format issues: Begin this section of the application using the download template. Subsequent pages of the Research Plan and References should include the principal investigator's name (last, first, middle initial) placed in the upper right corner of each continuation page.

The Research Plan and all continuation pages must conform to the following four format requirements:

1. The height of the letters must not be smaller than 11 point; Times New Roman or Arial are the suggested fonts.
2. Type density, including characters and spaces, must be no more than 15 characters per inch (cpi).
3. No more than 6 lines of type within a vertical inch;
4. Page margins, in all directions, must be 0.75 inches.

Use the appendix to supplement information in the Research Plan, not as a way to circumvent the page limit.

We ask that applicants describe the proposed research project in sufficient detail for reviewers to evaluate its scientific merit and collaboration elements, as described below. If you don't use all the pages to describe your research plan, it might be best to review what you have written and explain in more detail anything not fully explained. **However, note that a concise, focused research plan of less than the maximum number of pages is preferable to one less concise and made longer by overly elaborate or unimportant details.**

Supporting materials (such as questionnaires, consent forms, interview questions, letters of collaboration) that are directly relevant to the proposal may be included in the Appendix. **The research plan must be self-contained and understandable without having to refer extensively to supporting materials.**

Suggested outline:

Statement of Goals, Research Questions, and Specific Aims. In a short paragraph, describe goals for the research project. Briefly state the research question(s) and hypothesis for the Full Research award. Follow with the Specific Aims—the specific tasks that will be undertaken to address the research question(s). These tasks should be very clearly defined and should not include exploratory or development undertakings. The research questions, hypothesis, and aims should have a logical connection.

The relationship of the project to the specific PBC Project Type and expectations outlined within the RFP should be clear.

Background and Significance. Concisely describe the rationale underlying the proposed research and intervention strategy; the hypotheses to be investigated; the methodology to be employed; and the experience, knowledge, and skills of the research team. Emphasize positioning the research in the context of existing relevant scientific literature and preliminary data that the team may have collected in preparing for the research. Demonstrate a grasp of the current state of the knowledge relevant to the problem. Provide up-to-date references, acknowledge controversies and contradictory reports, and be comprehensive and accurate. If there is little literature on the topic, draw on information from related fields. Demonstrate the community interest, participation in the plan development from the beginning, and the potential contribution of the proposed research. Briefly state the long-term potential of the research: the problems, issues, or questions which, through the execution of this award, can be further developed, specified, and sharpened into testable hypotheses; and the methodologic approach (or possible approaches that seem at present most appropriate to be used). Keep discussion of the general problem of breast cancer brief; emphasize the specific problem addressed by your research proposal.

Preliminary Data. If applicable, outline the findings from the Component 2 Pilot and how that shaped this application for the Full Award. In all cases, describe the prior experience with the intervention to be investigated. Emphasize any work by the Co-PIs and data specific to breast cancer. Present any data obtained in detail, with a description of how the data was obtained

and analyzed. Describe any pitfalls or problems that arose, as well as how they were overcome. Provide justification and support for the potential for useful knowledge and interventions to result from the research.

Research Methodology: Research Design, Conceptual Framework, and Data Analysis. Describe in detail the exact tasks listed in the Statement of Goals, Research Questions, and Specific Aims. Provide a detailed description of the work you will do during the Award period, exactly how it will be done, and by whom. For instance, if women are to be surveyed, explain how many women will be surveyed; why you chose this number; how the women will be identified and recruited; why you believe you will be able to reach and recruit this many women; what questions you will ask them; whether you will use face-to-face or telephone interviews, or written surveys and why you will use the method chosen; and, how the data will be collected and analyzed. Be as detailed as possible. Provide this information for each specific task cited in the first section. Discuss potential pitfalls and how you will overcome them should they arise, or alternative methods that you will use if the intended methods are not fruitful. Provide a realistic timeline. Be sure to include a hypothesis and conceptual framework.

Partnership Collaboration Plan and Community Benefit. Begin this section by describing the community of interest for this study. Is the community distinct because of geography, age, gender, associated by disease status or risk, race, sexual orientation, or socio-economic status? Describe the interest of the community in the research question and how they have participated in identifying it. Discuss the importance and benefit to the community of the research question and expected outcome. Specifically answer how the broader community of interest was involved in developing the research proposal. Describe the relationship between the community co-PI and their community organization and the community of interest. How will the community of interest be included on the research team? Discuss how the leadership of the community organization (the Executive Director, the Board of Directors, or the individuals of an informal organization) will ensure that the organization or group is committed to the research project? Describe how the Community Co-PI and the community organization will communicate with one another to facilitate input and decision-making.

Program Responsiveness (required)

This item is evaluated in the peer review and programmatic review. **Limit the text to three pages**. The CBCRP Council (who conducts the programmatic review) will NOT see your Research Plan. The information on this template allows the CBCRP Research Council to rate the application for adherence to the objectives of the PBC research area as outlined in the specific RFP.

PBC Focus (Responsiveness): Provide a clear, brief summary for the CBCRP Council (1 or 2 paragraphs) of how your proposed research addresses the specific RFP topic area, by increasing or building on specific scientific knowledge; by pointing to additional solutions to identify and eliminate environmental causes, and or disparities in, breast cancer; and/or, by helping identify or translate into potential prevention strategies. Avoid general references to the requirements

of the RFP. Describe how elements of the proposed research plan are linked to one or more of the specific RFP topic areas. As this is a community-partnered participatory research project, do highlight the strengths/nature of the proposed community partnerships as reflected in the leadership and involvement in all areas.

Diversity and Inclusion: Describe how the project will address the needs of the underserved (including those that are underserved due to factors related to race, ethnicity, socioeconomic status, geographical location, sexual orientation, physical or cognitive abilities, age, occupation and/or other factors) and how it will affect systems change for historically disenfranchised groups.

Dissemination and Translation Potential: Describe how research findings will be shared with various stakeholder audiences (i.e., policymakers, community members, breast cancer advocates, other researchers/agencies, health care providers, funders etc.). Describe the potential for how the research findings will be translated into policy and/or other practice to inform real-world breast cancer prevention efforts.

Collaborative Agreements (required)

This form is reviewed in the peer review and the programmatic review. Applicants should remember that a fully collaborative and power-sharing partnership is a key aspect of this application. **Limit the text to two pages.**

Avoid general references to the requirements of the RFP. Highlight the strengths/nature of the proposed community partnerships as reflected in the leadership and involvement in all areas. Describe how the community PI has been in a leadership role in the application development process and how the team has engaged with the larger community to get their input in the application development process.

The Community Applicant is required to verify the agreements addressed in this form by submitting a statement that the governing body (Board of Directors for a nonprofit organization or the individuals responsible for organizing an informal organization) has reviewed and approved these agreements.

The collaborative agreement should include the following elements:

- **Ownership of Data**: Describe what decision you made about who will own the data and intellectual property rights and why you came to that decision (i.e. what factors you considered, what was important to you in making this decision). If you decide that the data will be owned by only one of the collaborators, please consider that the need to continue to work together will likely extend well beyond the grant period. Will the partner who owns the data be willing to volunteer his/her time well after the grant period to provide access to the data for the other partner? Be sure to discuss ownership of identified and de-identified data, including arrangements both partners have agreed to ensure access to that data by the other partner (including beyond the study period).

- **Handling Disagreements:** Describe what decision you made about the procedures you will go through to handle disagreements during the course of the study and afterwards. Past teams have had to resolve issues around data ownership, conduct of the research, dissemination of data and publications, administrative and budget issues, etc. Describe why you believe your decision on handling disagreements will work for you.

- **Recipient of Grant Award**: Describe what decision you made about whether the grant award will be contracted directly to one partner or to both partners and why you came to that decision. CBCRP suggests that if both applicant agencies have the administrative capacity to manage grant awards, that each agency receives a separate award.

- **Plans for Broader Community Involvement:** Describe how individual community members not on the research team (including staff and board of the community agency applicant as well as community members outside of the organization) will be involved in the planning, conducting, and dissemination of research. Describe how the community co-PI will be overseen by the community applicant and what steps will be taken to select a replacement community co-PI if that were to be needed (please keep in mind that the community co-PI replacement will need to be approved by CBCRP in accordance with the Grants Administration Manual available on the CBCRP website).

- **Plans for Dissemination of Findings:** Dissemination of research findings to both the lay community and the scientific community is important to this research award. This is sometimes a difficult issue as scientific dissemination is often a lengthy process and may impede community dissemination. Please describe how research findings will be disseminated to both the community of interest and the scientific community and what agreements have been made about the timing of dissemination.

- **Plans for Turnover of Personnel:** Describe how the turnover of personnel will be handled (who will hire, fire, etc.) Describe how the community co-PI, specifically, will be overseen by the community applicant and what steps will be taken to select a replacement community co-PI if that were to be needed (please keep in mind that the community co-PI replacement will need to be approved by CBCRP in accordance with the Grants Administration Manual available on the CBCRP website).

Biographical Sketch (required)

This item is evaluated in the peer review and the programmatic review. **Use the NIH form (version 2015 or later) for each key person and attach it in the Project Personnel section. Limit the length of each biosketch to *no more than* five (5) pages**.

Facilities (required)

This item is evaluated in the peer review. **Limit the text to one page per institution**. Follow the instructions on the template.

Human Subjects (required)

This item is evaluated in the peer review. **This form is required to be completed for applications that use Human Subjects, including those in the "Exempt" category. Applications that do not utilize Human Subjects should state "N/A" on the form and upload, as well.** Use additional pages, if necessary.

For applications requesting "Exemption" from regular IRB review and approval. Provide sufficient information in response to item #1 below to confirm there has been a determination that the designated exemptions are appropriate. The final approval of exemption from DHHS regulations must be made by an approved Institutional Review Board (IRB). Documentation must be provided before an award is made. Research designated exempt is discussed in the NIH PHS Grant Application #398 http://grants2.nih.gov/grants/peer/tree_glossary.pdf. Most research projects funded by the CBCRP falls into Exemption category #4. Although a grant application is exempt from these regulations, it must, nevertheless, *indicate the parameters of the subject population* as requested on the form.

For applications needing full IRB approval: If you have answered **"YES"** on the Organization Assurances section of the application and designated no exemptions from the regulations, the following **seven points** must be addressed. In addition, when research involving human subjects will take place at collaborating site(s) or other performance site(s), provide this information before discussing the seven points. Although no specific page limitation applies to this section, be succinct.

1. Provide a detailed description of the proposed involvement of human subjects in the project.

2. Describe the characteristics of the subject population, including its anticipated number, age range, and health status. It is the policy of the State of California, the University of California, and the CBCRP that research involving human subjects must include members of underserved groups in study populations. Applicants must describe how minorities will be included and define the criteria for inclusion or exclusion of any sub-population. If this requirement is not satisfied, the rationale must be clearly explained and justified. Also explain the rationale for the involvement of special classes of subjects, if any, such as fetuses, pregnant women, children, prisoners, other institutionalized individuals, or others who are likely to be vulnerable. Applications without such documentation are ineligible for funding and will not be evaluated.

3. Identify the sources of research material obtained from individually identifiable living human subjects in the form of specimens, records, or data. Indicate whether the material or data will be obtained specifically for research purposes or whether use will be made of existing specimens, records or data.

4. Describe the plans for recruiting subjects and the consent procedures to be followed, including: the circumstances under which consent will be sought and obtained, who will

seek it; the nature of the information to be provided to the prospective subjects; and the method of documenting consent.

5. Describe any potential risks —physical, psychological, social, legal, or other. Where appropriate, describe alternative treatments and procedures that might be advantageous to the subjects.

6. Describe the procedures for protecting against, or minimizing, any potential risks (including risks to confidentiality), and assess their likely effectiveness. Where appropriate, discuss provisions for ensuring necessary medical or professional intervention in the event of adverse effects on the subjects. Also, where appropriate, describe the provision for monitoring the data collected to ensure the safety of subjects.

7. Discuss why the risks are reasonable in relation to the anticipated benefits to subjects, and in relation to the importance of knowledge that may be reasonably expected to result.

Documentation of Assurances for Human Subjects

In the Assurances tab, if available at the time of submission, include official documentation of the approval by the IRB, showing the title of this application, the principal investigator's name, and the approval date. Do not include supporting protocols. Approvals that are obtained under a different title, investigator or organization are *not* acceptable, unless they cross-reference the proposed project. Even if there is no applicant institution (i.e., an individual PI is the responsible applicant) and there is no institutional performance site, an USPHS-approved IRB must provide the assurance. If review is pending, final assurance should be forwarded to the CBCRP as soon as possible. Funds will not be released until all assurances are received by the CBCRP. If the research organization(s) where the work with human subjects will take place is different than the applicant organization, then approvals from the boards of each will be required.

Data and Safety Monitoring Boards (DSMB)

Applications that include Phase I-III clinical trials may be required to provide a data and safety monitoring board (DSMB) as described in the NICI policy release, http://grants.nih.gov/grants/guide/notice-files/not98-084.html. This ensures patient safety, confidentiality, and guidelines for continuing or canceling a clinical trial based on data collected in the course of the studies. The CBCRP may require documentation that a DSMB is in place or planned prior to the onset of the trial.

Appendix (optional)

Follow the instructions and items list on the template. **The appendix may not be more than 30 pages in length.**

Note that the *research plan must be self-contained* and understandable without having to refer to the appendix. Only those materials necessary to facilitate the evaluation of the research plan

or renewal report may be included; the appendix is not to be used to circumvent page limitations of the application.

Appendix A: Cost and Expense Guidelines

For all budget categories, clearly label/itemize all costs associated with research dissemination activities in the budget justification.

1) Personnel

- The Budget Summary line item for Personnel should reflect the total cost of all individuals identified as supported by the grant and their level of effort. In the personnel section of the application, be sure to name all individuals to be supported by the grant AND provide their percent effort (months devoted to the project). All paid individuals must also be listed on the budget.

- Follow the NIH Guidelines and Calculation scheme for determining Months Devoted to Project, available at the links below:
    - NIH Guidelines:
    - http://grants.nih.gov/grants/policy/person_months_faqs.htm
    - NIH Calculation Scheme: http://grants.nih.gov/grants/policy/person_months_conversion_chart.xls

- When computing salary for key personnel, use only the base salary at the applicant organization, excluding any supplementary income (e.g., clinical or consulting incomes). CBCRP does not enforce a salary cap, as long as the overall budget adheres to the costs & expenses guidelines and the amount requested stays within the allowable costs.

2) Student Tuition Fees, Graduate Student Stipends

- For non-fellowship awards: Graduate students may be paid as personnel and may also receive tuition remission. Tuition remission, however, will be considered compensation. The total compensation (salary plus fringe benefits plus tuition listed in this category) may not exceed $30,000 per project year (total for all students). A maximum of $10,000 per year is allowed for the combined costs of tuition/enrollment fee remission, fringe benefits, and health insurance. Stipend may be budgeted as salary (and included in the MTDC cost calculation) if the institution pays these expenses through a personnel line item.

3) Other Project Expenses

- Include expected costs for supplies and other research expenses not itemized elsewhere. Please break out and provide detailed cost.
- Pooled expenses may be allowed as a direct cost at the discretion of the Program with certification of the following: 1) the project will be directly supported by the pooled

expenses, 2) the pooled expenses have been specifically excluded from the indirect cost rate negotiation, and 3) the pooled expenses have been allocated consistently over time within the organization. Please explain any requested pooled expense requests in the budget justification.
- Advocate (s) Expenses. Include any travel, meeting, and consultation costs/fees associated with advocate engagement.

4) Equipment (Unit Cost over $5,000)

- Each requested equipment item must be >$5,000 and explain in budget justification.

5) Travel

- **Travel – CBCRP Meeting:** CBCRP may organize an event requiring your travel within the funded grant period. All applicants should budget a one-time minimum expense of $400 under year 1 in the travel budget line labeled: "Travel - CBCRP Meeting".
- **Travel - Project Related:** Project-related travel expenses are allowable only for travel directly related to the execution of the proposed research activities. Label such expenses as "Travel – Project Related." These expenses must be fully justified in the budget justification. Please break out and provide detailed cost.
- **Travel - Scientific Meetings:** Scientific conference travel is limited to $2,000 per year (excluding a mandatory allocation of $400 in one year of the project for travel to the CBCRP Conference under Travel - CBCRP Meeting). Label such expenses as "Travel-Scientific Meetings" and explain in budget justification. Please break out and provide detailed cost.

6) Service Contracts and Consultants

- Both categories require additional description (Budget Justification).

7) Subcontracts

- In the case of University of California applicants, subcontracts need to be categorized and broken out as one of two types, University of California-to-University of California (UC to UC) sub agreements or transfers; or, Other. A subcontract is not allowed to have another subcontract. Requires additional description (Budget Justification).

8) INDIRECT (F&A) COSTS

- **Indirect cost policy:** Non-UC institutions are entitled to full F&A of the Modified Total Direct Cost base (MTDC); UC institutional F&A is capped at 35% MTDC (25% for off-campus projects).

- **Modified Total Direct Costs (MTDC)** include salaries and wages, fringe benefits, materials and supplies, services, travel, and up to the first $25,000 of each subgrant or subcontract (regardless of the period covered by the subgrant or subcontract) to an outside institution. MTDC does not include (indirect costs are not allowed on): capital expenditures, charges for patient care, scholarships and fellowships (including postdoctoral stipends), tuition remission and graduate student stipends, rental costs of space, equipment purchases more than $5,000 per item, the portion of each sub grant and subcontract in excess of the first $25,000, and the total cost of any subcontract from one UC to another UC campus. On a non-fellowship award, you may apply indirect costs to graduate student salary (under salary only, not as stipend) but not to tuition & fees.
- For all eligible projects that allow grantees to recover the full amount of their federally negotiated indirect cost rate agreement, grantees must also accept the full federally recognized F&A rate for all award subcontractors (except for subcontracts to another UC institution, where F&A is not allowed). If a grantee or subcontractor does not have a federally negotiated F&A rate at the time of the proposal submission, the grantee and/or subcontractor may estimate what the federally negotiated rate will be at the time of award and include this rate in the proposed budget, or may request a "De Minimis" F&A rate of 25% MTDC. A higher indirect rate that has been accepted for state or local government contract or other California grantmaker contract may be approved at the discretion of the Program Director and the Research Grants Program Office Executive Director.
- **INDIRECT COSTS ON SUBCONTRACTS**
    - The award recipient institution will pay indirect costs to the subcontractor.
    - For non-UC subcontracted partners, CBCRP will allow full F&A of the Modified Total Direct Cost (MTDC), as defined above.
    - F&A costs are not allowed for one UC institution's management of a subcontract to another UC institution.
    - The amount of the subcontracted partner's F&A costs can be added to the direct costs cap of any award type. Thus, the direct costs portion of the grant to the recipient institution may exceed the award type cap by the amount of the F&A costs to the subcontracted partner's institution.

Appendix B: Other CBCRP Application Policies and Guidelines

Eligibility and Award Limits

1. **Any individual or organization in California may submit an application**. The research must be conducted primarily in California. We welcome investigators from community organizations, public or privately-owned corporations and other businesses, volunteer health organizations, health maintenance organizations, hospitals, laboratories, research institutions, colleges, and universities. **Applicants at California-based Nonprofit Institutions**: CBCRP will accept applicants from PIs at non-profit organizations or institutions, provided that the organization can manage the grant and demonstrate financial health. The organization must also meet our liability insurance requirements. If the application is recommended for funding, the University will collect additional information, such as tax ID numbers and financial reports, to review the organization during the pre-funding process to ensure all financial management and project management eligibility criteria can be met.
2. **We encourage researchers new to breast cancer to apply.** Applicants who have limited experience in breast cancer research should collaborate with established breast cancer researchers.
3. **Multiple applications and grant limits for PIs.** A PI may submit more than one application, but each must have unique specific aims. Applicants are limited to a maximum of two (2) grants either as PI or co-PI, and these must be in different award types. The Program Initiative grants are not included in this limit. A PI may have more than one Program Initiative grant in a year.
4. **University of California Campus Employees:** In accord with University of California policy, investigators who are University employees and who receive any part of their salary through the University must submit grant proposals through their campus contracts and grants office ("Policy on the Requirement to Submit Proposals and to Receive Awards for Grants and Contracts through the University," Office of the President, December 15, 1994). Exceptions must be approved by the UC campus where the investigator is employed.

Policy on Applications from PIs with Delinquent Grant Reports

PIs with current RGPO grant support will not be eligible to apply for additional funding unless the required scientific and fiscal reports on their existing grants are up-to-date. This means that **Progress/Final Scientific Reports or Fiscal Reports that are more than one month overdue may subject an application to disqualification** unless the issue is either, (i) addressed by the PI and Institution within one month of notification, or (ii) the PI and Institution have received written permission from CBCRP to allow an extension of any report deadlines.

Confidentiality

CBCRP maintains confidentiality for all submitted applications with respect to the identity of applicants and applicant organizations, all contents of every application, and the outcome of reviews. For those applications that are funded CBCRP makes public, (i) the title, principal investigator(s), the name of the organization, and award amount in a "Compendium of Awards" for each funding cycle, (ii) the costs (both direct and indirect) in CBCRP's annual report, (iii) the project abstract and progress report abstracts on the CBCRP website. If the Program receives a request for additional information on a funded grant, the principal investigator and institution will be notified prior to the Program's response to the request. Any sensitive or proprietary intellectual property in a grant will be edited and approved by the PI(s) and institution prior to release of the requested information.

No information will be released without prior approval from the PI for any application that is not funded.

Award Decisions

Applicants will be notified of their funding status by November 1, 2024. The written application critique from the review committee, the merit score average, component scores, and programmatic evaluation are provided at a later time. Some applications could be placed on a 'waiting list' for possible later funding.

Appeals of Funding Decisions

An appeal regarding the funding decision of a grant application may be made only on the basis of an alleged error in, or deviation from, a stated procedure (e.g., undeclared reviewer conflict of interest or mishandling of an application). The **period open for the appeal process is within 30 days of receipt of the application evaluation** from the Program office. Before submitting appeals, applicants are encouraged to talk about their concerns informally with the appropriate program officer or the CBCRP program director.

Final decisions on application funding appeals will be made by the Vice President for Research & Innovation, University of California, Office of the President. Applicants who disagree with the scientific review evaluation are invited to submit revised applications in a subsequent grant cycle with a detailed response to the review.

The full appeals policy can be found in the online the University of California, Office of the President, "RGPO Grant Administration Manual – Section 5: Dispute Resolution":

https://www.ucop.edu/research-grants-program/_files/documents/srp_forms/srp_gam.pdf

Pre-funding Requirements

Following notification by CBCRP of an offer of funding, the PI and applicant organization must accept and satisfy normal funding requirements in a timely manner. Common pre-funding items include:

1. Supply approved indirect (F&A) rate agreements as of the grant's start date and any derived budget calculations.
2. Supply any missing application forms or materials, including detailed budgets and justifications for any subcontract(s).
3. IRB applications or approvals pertaining to the award.
4. Resolution of any scientific overlap issues with other grants or pending applications.
5. Resolution of any Review Committee and Program recommendations, including specific aims, award budget, or duration.
6. Modify the title and lay abstract, if requested.

Publications Acknowledgement

All scientific publications and other products from a RGPO-funded research project must acknowledge the funding support from UC Office of the President, with reference to the specific CBCRP funding program and the assigned grant ID number.

Open Access Policy

As a recipient of a California Breast Cancer Research Program (CBCRP) grant award, you will be required to make all resulting research findings publicly available in accordance with the terms of the *Open Access Policy* of the Research Grants Program Office (RGPO) of the University of California, Office of the President (UCOP). This policy, which went into effect on April 22, 2014, is available here: https://www.ucop.edu/research-grants-program/grant-administration/rgpo-open-access-policy.html.

Grant Management Procedures and Policies

All CBCRP grant recipients must abide by other pre- and post-award requirements pertaining to Cost Share, Indirect Cost Rates, Monitoring & Payment of Subcontracts, Conflict of Interest, Disclosure of Violations, Return of Interest, Equipment and Residual Supplies, Records Retention, Open Access, and Reporting. Details concerning the requirements for grant recipients are available in a separate publication, the University of California, Office of the President, "***RGPO Grant Administration Manual***." The latest version of the Manual and programmatic updates can be obtained from the Program's office or viewed on our website: http://www.ucop.edu/research-grants-program/_files/documents/srp_forms/srp_gam.pdf

Contact Information

Technical support and questions about application instructions and forms should be addressed to the Research Grant Programs Office Contracts and Grants Unit:
RGPOGrants@ucop.edu

For scientific or research inquiries, please contact:
Sharima Rasanayagam, PhD
Environmental Health & Health Policy Program Officer, CBCRP
sharima.rasanayagam@ucop.edu
(510) 987-9216

The California Breast Cancer Research Program is part of the Research Grants Program Office of the University of California, Office of the President.