



***Fibrolamellar Cancer Foundation***

# **RESEARCH GRANT APPLICATION**

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**APPLICATIONS ARE REVIEWED SEMI ANNUALLY.  
DEADLINES ARE JANUARY 1<sup>ST</sup> AND JULY 1<sup>ST</sup>  
FUNDING TYPICALLY AWARDED 45 DAYS POST DEADLINE.  
*Exceptions that are time sensitive will be considered***

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## General Guidelines and Policies for Grant Submission

### Introduction

**The Fibrolamellar Cancer Foundation (FCF)** is a public, non-profit organization established primarily to support the funding of research related to Fibrolamellar Hepatocellular Carcinoma. FCF is also committed to raising awareness about this disease through education and marketing across all stakeholders, as well as fostering a global community of patients and caregivers- for all suffering from, and caring for, this rare liver cancer. [www.fibrofoundation.org](http://www.fibrofoundation.org)

### About Fibrolamellar Hepatocellular Carcinoma (FL-HCC):

- Very rare form of liver cancer that usually occurs in young adults who have no history of liver disease.
- Annually over 200 new cases are diagnosed with FL-HCC worldwide- and often at Stage IV
- Patients typically present with a palpable abdominal mass but no symptoms, although pain, weight loss and jaundice may occur.
- The standard initial treatment is surgical removal of the tumor. When the tumor cannot be removed surgically or when there is distant spread, chemotherapy, and most recently immunotherapy is used
- While several new innovative therapies are being researched, still today there is no standard regimen – and the two year mortality rate continues at an alarming average of 90%.
- Importantly, it has been noted by many distinguished researchers and associations such as ASCO, that due to patient age, this is a relatively simple cancer, i.e. few mutations, which potentially allows applications to other diseases as well.

### FCF Research Philosophy:

Important for all applicants to fully understand our research philosophy as this will guide your proposal. **Exhibit 1** embraces the key tenants of that philosophy which we encourage you to review

### Eligibility

**Applicants must be employed by an institution engaged in health related research.** The applicant further must agree to be supervised by the institution at all times while conducting research supported by the FCF. In cases of a change in institutions while applying for, or utilizing funds from the FCF, applicants must notify the FCF, and will be subject to review based upon the change in circumstances.

**The research must focus on Fibrolamellar Hepatocellular Carcinoma.** Studies should be intended to advance knowledge in the areas of FL-CC. Of particular interest are those showing a clear path to clinical trials.

**Collaboration and open sourcing.** This is a requirement for FCF funding and will be so specified in any grant agreement. FCF believes collaboration across the best talent and institutions- and their appreciation of sharing - often accelerates the path to a cure for rare cancers.

## Terms

FCF will accept grant applications to support innovative and promising research projects that will lead to a cure for FL-HCC. There is no “magic number” as to a proposal budget, rather researchers are asked to present the true number needed to support their research.

Funding is to cover direct costs only, and costs should be reflected in the budget. If a multi year grant is requested, FCF reserves the right not to continue funding after year one if insufficient advancements have been made and/or reporting protocol is not followed.

Payment schedule will be outlined in a Letter of Agreement upon approval

## Selection Criteria: 2 Simple Steps

**Step 1:** All proposals received and accepted for review will be reviewed by the Grant Review Council. The members of this committee are a cross section of physicians/researchers and where appropriate, patients/caregivers, with special interests including, but not exclusive to, Fibrolamellar Hepatocellular Carcinoma and/or rare GI cancers. They will review the proposals and make recommendations for funding finalists based on the merit of the proposed research, including its relevance to Fibrolamellar Hepatocellular Carcinoma.

**Step 2:** In person (or virtual) presentation. The Committee prefers to “meet the team” prior to making any final decisions and will ask each finalist for an in person or virtual Q&A meeting to further their case. Once completed, the Committee will make a report to the Boards of Directors. Only by vote of the Board can proposals be accepted for funding. Applicants will be notified as to the actions of the Board soon after they meet and a letter of agreement will be forwarded for joint signature.

See Exhibit II for full FCF selection and reporting steps

## Non-Profit Statement

The FCF is a non-profit organization under Section 501 (c)(3) of the Internal Revenue Code.

## Preparation and Submission of Application

### Preparation

Applicants should follow a format using the headlines listed below. Once the original Research Grant Application provided by the FCF is completed, submit the application online using a single electronic file (Microsoft Word or Adobe PDF format). The application format should be as follows using the headings listed below.

- Title
- Abstract: limited to 300 words, to include one version in plain English, i.e. “layman’s” terms. This portion of the application should contain enough information to adequately explain the project and its relevance to FL-HCC
- Specific Aims: maximum of one page with a clear description of the hypothesis being tested
- Background and Significance (maximum of two pages and should adequately cite literature pertinent to the area under investigation)
- Preliminary Data: If this application represents a resubmission, a description of new information or data should be clearly outlined as well as any publications citing the FCF. Maximum of two pages.
- Proposed Studies and Methods: Anticipated results and pitfalls should also be included. Maximum of three pages.
- Literature cited.
- Budget: Not more than one page. Justification for salary support and supplies and equipment listed in the budget page should be detailed. Full disclosure will be required of any other sources covering the same costs noted in the proposal e.g. salary, benefits. The budget should be inclusive and for direct costs only. Justification is needed for all equipment purchases over \$ 500.00.
- Biosketch and Other Support (maximum of 3 pages per investigator) should be submitted in NIH format for the Principal Investigator and other investigators listed in the application. Potential overlap with other funding should be clearly detailed.
- The application must be a single file in Microsoft Word or Adobe PDF format and it must be submitted online before the deadline specified in the postings distributed by the FCF. The web submission is located on the FCF website at <http://www.fibrofoundation.org/grants>
- The Principal Investigator and the Institutional Representative must sign the application before it will be accepted for review.

- The Attestation Statement must be read and signed by the Principal Investigator. Item number 8 refers to the Investigator's commitment that the research will be conducted under the supervision of an Institution at which appropriate standards and oversights are working.

### **Submission**

The entire grant application should be submitted in a single electronic file in Microsoft Word or Adobe PDF format. It must be submitted from the FCF website at <http://www.fibrofoundation.org/grants>

### **Notification**

The notification of the decision of the Board of Directors regarding funding will be mailed to the applicant and the Institutional Representative after the Board meets, usually in December

## EXHIBIT I

### **Fibrolamellar Cancer Foundation Research Philosophy**

**Our objective is finding a cure.** This gives us a different perspective and informs our philosophy. We believe a cure relies on:

- Research that provides essential resources and knowledge for the field (e.g. model systems, understanding genetic underpinnings, annotated patient specimens)
- Innovative research that opens new pathways for diagnosis, sophisticated treatments, and drug discovery

We want our research dollars to **make a difference**. We support promising projects that are less likely to get traditional funding such as:

- **Seed funding** that could yield breakthrough benefits for patients
- High quality projects proposed by **investigators** with demonstrated commitment to fibrolamellar cancer research
- Foundational projects with an important and **long-term payoff**

Our research dollars should never substitute for or displace other funding (i.e. preference for **new projects** over existing well-funded efforts)

We prioritize proposals that aim on **finding life extending therapies, and a potential cure**

We believe we can find such life extending therapies, and a potential cure, **together**:

- We value research that involves and catalyzes collaboration
- We value open-access research (rapid sharing of reagents and models with the research community)
- We embrace researchers that have the ability to secure **matching grants**

Our goal is a **rigorous, yet efficient**, process to find and fund high quality projects:

- For rigor, all proposals must undergo a comprehensive peer-review
- For efficiency, proposals need only provide sufficient detail to facilitate a peer-review

**Collaboration and cooperation is essential** to the success of any research program. The Fibrolamellar Cancer Foundation chooses grant recipients carefully to ensure that they will build working relationships between researchers, institutions, and industry and share information, samples, and expertise with others in the field.

EXHIBIT II

ALL APPLICATIONS SHOULD BE RECEIVED BY OCTOBER 31<sup>st</sup> or MAY 31<sup>st</sup>

Date: \_\_\_\_\_

**Title of Project:** \_\_\_\_\_

**Total Amount Requested:** \$ \_\_\_\_\_

**Principal Investigator:**

Last name, first name, initial, degree

Title

Name of Institution

Department

Number and Street

City, State, and Zip Code

Telephone and Fax numbers

Email Address

**Official of Institution:**

Last name, first name, initial, degree

Title

Name of Institution

Department

Number and Street

City, State, and Zip Code

Telephone and Fax numbers

Email Address

It is the responsibility of the institution to assure that the activities funded by this grant are properly carried out in accordance with the guidelines established by the U.S. Department of Health and Human Services. This assurance is verified by the signature of the Official signing below:

Signature \_\_\_\_\_

Date \_\_\_\_\_

Signature of Official \_\_\_\_\_

Date \_\_\_\_\_



**Budget**

Personnel

Salaries

Benefits

Equipment

Supplies (group in categories)

Miscellaneous (list specifics)

\$

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**TOTAL AMOUNT REQUESTED**  
(MUST match amount on page one)

**Attestation Statement Regarding  
Indirect and Duplicate Costs**

1. By affixing my signature below, I attest that I have read and will follow the following principles with regard to funding supplied to me by the Fibrolamellar Cancer Foundation (FCF).
2. The funds that I have applied for will be used to fund only the direct costs of the proposed research for which I am applying. I understand that at this time no funds are available for indirect costs.
3. I further understand that if duplicate funding for this project is obtained, at any time that I will immediately inform the FCF and withdraw my request for funding. In the event that any portion of the project is now being funded by, or in the future is funded, by another source, I will fully disclose that to the FCF.
4. Application shall be in the format outlined by the Foundation. If the application is made by a research organization, such organization must be exempt from federal taxation under Section 501 (c) (3) of the Internal Revenue Code and must provide a copy of the determination letter issued by the Internal Revenue Service granting such exempt status.
5. The principle area of investigation shall be in the area of Fibrolamellar Hepatocellular Carcinoma and the proposed research shall serve to advance existing Fibrolamellar Hepatocellular Carcinoma research in accordance with Section 501 (c)(3) of the Internal Revenue Code.
6. The principal investigator's institution will be responsible for certifying to the Foundation that the research is conducting in accordance with current medical research standards and that is in compliance with the current guidelines of the U.S. Department of Health and Human Resources regarding Vertebrate Animals, Recombinant DNA, Research Misconduct, and Financial Conflict of Interest. The institution will further verify that any research involving human subjects or vertebrate animals has been approved by the necessary review boards and committees, in accordance with existing laws and regulations.
7. The Principal investigator shall submit a budget with the application and justification for budgetary items exceeding \$500.
8. The Principal investigator shall be required to submit a final report summarizing research results and listing all publications in which the findings have been published. This to be submitted no later than 60 days after grant anniversary

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Principal Investigator

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Date

EXHIBIT III

FCF Grant Review Process

