



## Research Grants and Fellowships Program 2025 Research Cycle Fellowship Guidelines

**Accepting Applications May 27 – July 15, 2025**

The [Prevent Cancer Foundation](#)<sup>®</sup> is the only U.S.-based nonprofit organization solely dedicated to cancer prevention and early detection. Our mission is empowering people to stay ahead of cancer through prevention and early detection. Our vision is a world where cancer is preventable, detectable and beatable for all. The Foundation funds important research grants and fellowships at a broad range of academic institutions and cancer centers across the U.S., including both well-established and rising institutions advancing cancer research.

The goal of the Prevent Cancer Foundation’s [research program](#) is to identify and to provide funding for *innovative projects* with the potential to make substantial contributions to cancer prevention or early detection. By funding the most promising research, including fellowship projects led by early career scientists, we contribute to important advances in cancer prevention and early detection.

To advance the Prevent Cancer Foundation’s bold goal to reduce cancer deaths by 40% by 2035, the Foundation is proud to support research projects dedicated to increasing cancer prevention and early detection.

All grant and fellowship applications undergo rigorous, independent peer review to identify the most meritorious projects for recommendation for the Board of Director’s approval for funding.

Access Fellowship application:

<https://proposalcentral.com/ProposalGI.asp?SectionID=333&ProposalID=-1>

### Key dates:

AWARD TIMELINE
Application deadline: <b>Tuesday, July 15, 2025</b> (Electronic Applications due by 11:59 p.m. Eastern Time)
Notification of decision: <b>December 5, 2025</b>
Project start date: <b>January 15, 2026</b>

Eligible applications must be original and clearly describe innovative research projects in the field of cancer prevention or early detection. Projects that evaluate the potential for dissemination and implementation into clinical and community health settings are highly encouraged. A selection from the following four research tracks must be chosen for each project:

Research Track	Focus Area	Cancer Site
<p>Research projects must fall into <b>one</b> of the following four tracks:</p> <p><b>1. Translational Research:</b> Focuses on translating research findings from the lab into the clinic /community, encompassing various stages of research and development.</p> <p><b>2. Implementation/Dissemination Science:</b> Focuses on the methods and strategies used to promote the adoption of research findings and evidence-based practice into real world practice.</p> <p><b>3. Population Health:</b> Explores the causes of cancer, cancer trends and factors that affect the delivery and outcomes of cancer care in specific populations.</p> <ul style="list-style-type: none"> <li>• the role of environmental, behavioral and genetic factors</li> </ul> <p><b>4. Clinical Trials and related studies:</b> Involves studies on humans or animals to evaluate new medical treatments, diagnostic methods, preventative strategies and other interventions to improve all aspects of care.</p>	<p>Select up to <b>four</b> focus areas:</p> <ul style="list-style-type: none"> <li>• Animal Models</li> <li>• Artificial Intelligence</li> <li>• Behavioral Intervention</li> <li>• Biomarkers</li> <li>• Chemoprevention</li> <li>• Public health</li> <li>• Screening</li> <li>• Endoscopy</li> <li>• Epidemiology</li> <li>• Gene Therapy</li> <li>• Genetic Epidemiology</li> <li>• Genomics</li> <li>• Geospatial</li> <li>• Health Services</li> <li>• Causes of Cancer</li> <li>• Imaging</li> <li>• Immunology</li> <li>• Immunoprevention</li> <li>• Molecular Epidemiology</li> <li>• Liquid Biopsy</li> <li>• Molecular Genetics</li> <li>• Nutritional/ Intervention/Food/Diet</li> <li>• Pharmacokinetics</li> <li>• Risk Assessment</li> <li>• Social Media</li> <li>• Disparities</li> <li>• Health Communication</li> <li>• Other</li> </ul>	<p>Research projects will be aimed at reducing the frequency of neoplasms including but <b>not limited</b> to brain, bladder, breast, colon and rectum, endometrium, head and neck, kidney, liver, lung, ovary, pancreas, prostate, skin (including melanoma), stomach as well as HPV-related cancers and hematologic malignancies</p>

**An eligible application must demonstrate substantial potential for impact on prevention and early detection of cancer.**

### **Important Information for Fellowship Applicants**

- Fellowship applications must include information about the -
  - **Training environment**
  - **Course work** (minimal requirement to take one to two courses per year (for a grade))
  - **Opportunities for mentorship and professional growth of the applicant** as it relates to cancer prevention and early detection. This is an essential component of the technical review and an important aspect of the final score.
  
- Applications must fall within the scope of the [Foundation's mission](#) and funding priorities to be considered. The issue of relevance to cancer prevention or early detection must be convincingly addressed in the application.
  
- Applications **must demonstrate substantial near-term potential for impact** on cancer prevention or early detection. Pre-clinical research with clear applicability to cancer prevention/early detection is acceptable, provided a translational relationship is evident within 5 years.
  
- Applicants need not be United States citizens. However, **research must be conducted primarily in the United States.**

### **The following will not be considered:**

- Applications from fellowship applicants or their mentors who have been funded by the **tobacco or vaping industries** will not be considered.
- Studies related to therapy for established or advanced cancer are not appropriate.
- An incomplete application, such as one lacking a biostatistical analysis or not including key staff members in the budget and budget justification will not be considered.
- Basic science (in vitro) studies, even if meritorious, are outside the scope of this funding mechanism and will not be reviewed.
- Resubmission of the same or slightly revised applications submitted to the Prevent Cancer Foundation in the past three cycles will **not** be accepted for the 2025 cycle.

### **Policy on Tobacco-Industry Funding and Conflicts of Interest**

Scientific investigators or health professionals who are currently funded by the tobacco industry (defined as industries related to tobacco, e-cigarettes or other nicotine products), for any project, or who have been funded by the tobacco industry during the previous four years, or whose named mentors in the case of mentored fellowships are funded by the tobacco industry for any project (currently or during the previous four years) may not apply and will not

be eligible for the Prevent Cancer Foundation research grants or fellowships. This policy has been in effect since January 1, 2007.

Scientific investigators, health professionals, or named mentors who accept funding from the tobacco industry for any project during the tenure of a Prevent Cancer Foundation research award must inform the Foundation of such funding, whereupon the Foundation grant or fellowship will immediately be terminated. Tobacco industry funding includes the receipt of funds from a company that is engaged in or has affiliates engaged in the manufacture of tobacco produced for human use; funds in the name of a tobacco brand, whether or not the brand name is used solely for tobacco products; funds from a body set up by the tobacco industry (e.g., a corporate foundation) or by one or more companies engaged in the manufacture of tobacco products.

The following do not constitute tobacco industry funding for the purposes of this policy:

- Legacies from tobacco industry investments (unless the name of a tobacco company or cigarette brand is associated with them)
- Funding from a trust or foundation established with assets related to the tobacco industry but no longer having any connection with the tobacco industry even though it may bear a name that (for historical reasons) is associated with the tobacco industry
- Funds from the Master Settlement Agreement of November 23, 1998

For purposes of the Prevent Cancer Foundation grants and fellowships, tobacco industry funding is defined as money provided or used for all or any of the costs of the research, including personnel, consumables, equipment, buildings, travel, meetings and conferences, and operating costs for laboratories and offices.

**The fellowship applicant must sign the Prevent Cancer Foundation Statement of Compliance with Tobacco Policy that he/she (and his/her mentor if applicable) does not accept tobacco-industry funding, as outlined above. The application will be considered incomplete if the signed statement is not included.**

Applicants to the fellowship program must disclose any additional financial relationships that may impact the integrity of science and results.

### **APPLICATION POLICIES**

The goal of the Prevent Cancer Foundation's research program is to identify and to provide funding for *innovative projects* with the potential to make substantial contributions to cancer prevention or early detection and to lead to future funding from other peer reviewed sources. Therefore, Fellowships are non-renewable.

#### **Award Amount**

Fellowships will be awarded for two years at \$50,000 per year, for a total of \$100,000. See **POST-AWARD REQUIREMENTS** for information about required interim and final reports.

Awards are derived from funds raised by the Prevent Cancer Foundation. The amount of funding for the program and the number of grants awarded may vary from year to year. The Foundation is under no obligation to award a certain number of grants in any given year. Financial support for applications which are eligible for funding is at the discretion of the Board of Directors.

### **Fellowship Eligibility**

Applications **must** fall within the scope of the [Foundation's mission](#) and funding priorities to be considered; specifically review the criteria outlined in the **Important Information for Applicants** section (above).

- **Fellowship support should be requested by the potential Fellow (who is considered the applicant for the project) and not by the Mentor.**
- Fellowship awards are limited to **postdoctoral level applicants ONLY**. Therefore, only graduate students who will have their doctoral degrees before the project start date (January 15, 2026) are eligible to apply.
- **Letter of support from the Mentor is required.** The letter should describe the support that the Mentor will provide in all aspects of the Fellowship, including supervision of coursework, the career development plan as it related to cancer prevention and early detection for the next **3 years and the benefits that the training environment** will offer to the Fellowship applicant. Letters of support from fellowship mentors are **required** to address the independent contributions of the fellowship applicant.

The Fellow should have only **one primary Mentor**. However, listing other key personnel (i.e., co-investigators or co-directors) in the budget is acceptable. Any personnel changes, including transfers of institution, that occur during the course of the fellowship must be reported to the Foundation for approval.

### **Educational Environment**

The Prevent Cancer Foundation provides funds to create an environment in which young investigators who wish to pursue a career in cancer prevention/early detection will be optimally trained.

Fellowship applicants should outline how their educational environment will contribute to their career development as a **cancer prevention/early detection researcher**. Refer to "Overview of Research Application" for additional guidance. A discussion of the educational environment should be addressed in the "**Statement of Significance**" section of the research plan.

### **Course Requirements**

To ensure adequate exposure in the discipline, the Foundation's minimal requirement is that its fellows take **one to two courses per year (for a grade)** in an area in which the candidate has not

received prior training. Course fees may be included in the budget. However, preference is given to applicants whose course fees are covered by their institutions.

The plan of course work in the fellowship should be customized for the proposed fellow to advance competencies expected of a prevention researcher potentially including but not restricted to such topics as: **Biostatistics; Epidemiology; Health Behavior/Health Education; Health Services Research; Nutritional Science; Behavioral Sciences; and Environment and Occupational Health**. The names of these courses, their location and a timeline for completing them must be included in the fellowship application. A discussion of how the applicant will meet the educational course requirement should be addressed in the “**Evaluation**” section of the research plan.

### **Application Submission Information**

- **Fellowship applicants** must submit application electronically through ProposalCentral, an electronic grant submission system provided by Altum, Inc. at <https://proposalcentral.com/ProposalGI.asp?SectionID=333&ProposalID=-1>
- Late and/or incomplete applications will not be accepted. No exceptions will be made.
- Applications should be typed in no smaller than 11-point font size in Arial or Times New Roman. Applications with smaller fonts will be automatically disqualified.
- Supplemental information such as support letters and literature cited should be included in the Appendix of the online application. Articles should be referenced but not included in the Appendix.

### **Electronic Submission Instructions**

- If you are a new user in ProposalCentral, <https://proposalcentral.com> click “Create an account” and follow the prompts to complete the registration process.
- If you are already registered in ProposalCentral access the site and log in with your user ID or email address. If you have forgotten your password, click on the ‘**Forgot Your Password?**’ link. Supply your email address in the space provided; an email with a link to change your password will be sent to you.
- After you log in, complete your Professional Profile (gray tab) before starting an application. Remember to hit “Save” after you enter information on each page. To start an application, select the ‘Grant Opportunities’ tab (gray tab). A list of applications will be displayed. You can add to filter by Prevent Cancer Foundation program to apply for and click the ‘Apply Now’ link (second to last column) to ‘create’ your application.
- If you have any difficulties registering, logging in, or creating your application, contact ProposalCentral Customer Support immediately: phone: 1-800-875-2562 or 703-964-5840, and/or email: [pcsupport@altum.com](mailto:pcsupport@altum.com).

## Application Submission Checklist

- ✓ Verify that all sections are complete. **Incomplete applications will not be reviewed.**
- ✓ Include letters of support and/or collaboration as part of the Appendix in Tab 13: Research Plan & Supporting Documents. **Note:** A letter of support from the **fellowship mentor is required** to address the independent contributions of the fellowship applicant as well as the projected career path of the proposed fellow over the next three years.
- ✓ Include Biosketches of all **key personnel** (see page 8 to review key personnel definition).
- ✓ All key personnel must be included in both the **budget** and **budget justification**, including those providing in-kind support.
- ✓ Verify that page limits have not been exceeded. All page lengths refer to single-sided pages. Applications exceeding any page limit will not be reviewed.
- ✓ Verify that all page numbers are correct.
- ✓ Be sure to put the Fellow's name and Project Title in the Document Header above the words "Fellowship Application."
- ✓ Sign Statement of Compliance with the Tobacco Policy verifying that the applicant does not accept tobacco-industry funding. Upload a signed Policy Statement in **Tab 13** in the online application.
- ✓ Sign an e-signature to Application Signature page found in the "*Signature Pages*" section of the online application (this page is **auto-populated** with information from your online application).
- ✓ Submit your **institution's proof of non-profit status (not a personal W-9 Form)**. Include this documentation in the required uploads section of the online application.
- ✓ Submit research plan and entire electronic fellowship application through ProposalCentral's grant submission system.

## OVERVIEW OF RESEARCH APPLICATION

All page lengths refer to single-sided pages. Applications will be deemed incomplete and will not be reviewed if any section exceeds the specified page limits, if the required research plan template is not used, if all appropriate biosketches are not included, or if all key personnel are not part of the budget and budget justification.

As with grant awards, Prevent Cancer Foundation fellowship awards are highly competitive. For fellowship applications, it is critical that there is clear development of a proposed study based on the applicant's original ideas, with the benefit of a mentor's input.

## Online Fields

**Artificial Intelligence:** Applicants need to disclose any use of generative artificial intelligence (AI), such as ChatGPT or any other language model tool, in the preparation of the application. Applicants are fully responsible for the content of their application, including any portions generated by an AI tool. Your response to this statement is for information gathering purposes only and will not impact the review process.

**Summary for a general audience:** A statement of no more than **2000** characters explaining the subject of your research project to an audience without scientific or medical background. State how the work is significant to cancer prevention/early detection. This summary provided will help the public, the Foundation's Board members, and donors understand the nature of your work. It also demonstrates that the researcher has a clear grasp of the project's significance to cancer prevention/early detection. The Foundation may use the summary for communicating to local media about the Foundation's funded research projects. Therefore, **do not include proprietary/confidential information.**

**Technical Abstract:** A scientific abstract of no more than **2000** characters, written for an audience with formal scientific or medical training. The technical abstract will not be shared with the public, media, or donors.

**Cancer Prevention Statement (300 characters):** In **non-technical** language, briefly describe the relevance of this project to cancer prevention and early detection.

**Career Plans (2000-character limit):** Share your career plans for the next three years to make clear that, if you are awarded, you can fulfill the two-year award.

**Research Plan (after you have started your application on ProposalCentral, you can download a copy of the research plan, including biographical sketch format)**

**Statement of Significance (1 page):** A description of the expected educational benefit of this project. State how this project will help you meet long-term career goals regarding **cancer prevention/early detection research or education**. Be sure to describe how your educational environment **enhances** your prevention/early detection research. Explain how your class choices will round out your **skills and knowledge of cancer prevention/early detection**.

**Specific Aims (1 page):** A statement of the goals, objectives and relevance to the Foundation's funding priorities. Applications which are not directly related to cancer prevention/early detection will not be considered.

**Background (2 pages):** A statement of the problem or need that will be addressed by the proposed project.

**Methods (5 pages):** A statement of the methodology to be used in achieving specific aims, including an adequate biostatistical analysis.

**Timetable (1 page):** A timetable for implementing the proposed project. Reviewers will weigh heavily the feasibility of completing the project within the two-year time frame.

**Evaluation (2 pages):** A detailed evaluation plan that addresses the specific project activities outlined within your methodology. Also, address how specific educational objectives will be achieved and list the courses the fellow will complete to fulfill the educational requirement of the Prevent Cancer Foundation's Fellowship program.

**Biographical Sketch (Up to 5 pages per person):** Biographical sketches must be completed for the Fellow, Mentor and all key personnel listed in the budget (see below for budget listing requirements). Key personnel include individuals who contribute to the scientific development

or execution of a project in a **substantive and measurable** way (whether or not they receive salaries or compensation under the grant).

**Key Personnel** can include individuals at the master's or baccalaureate level (such as graduate students and research assistants) if they meet this definition. The 'Role on Project' needs to match the role listed in the budget.

**Fellowship Budgets (\$50,000 per year) and Budget Justification (per year). Indirect costs will not be covered. Key staff, including in-kind, must be listed in the budget and budget justification.**

**Personnel:** Include the names of **all** personnel involved in a **substantive and measurable** way on the project, whether or not salaries are requested. Both fellow and mentor must be listed, as well as all other key personnel. Fringe benefits may be requested if benefits are treated by the applicant's institution as a direct cost to all sponsors. The percentage of salary requested **cannot** exceed the percent effort for each person. Justify personnel expenses by briefly explaining the services each person will perform or knowledge he or she brings to the project.

**Consultant Costs:** The names and institutional affiliations of any and all consultants, including statisticians, who have agreed to serve on the project and are not listed under personnel. Under budget justification, describe consultant services to be performed, the number of days, rate of compensation, and other associated costs.

**Course fees:** May be included in the budget. However, preference is given to applicants whose course fees are covered by their institutions.

**Indirect Costs – will not be covered.**

**Use of Funds:** The Prevent Cancer Foundation funds must be used for the specific purpose for which they are awarded unless written permission to change the purpose is granted from the Foundation. The Foundation will not make grants for construction of buildings or purchase of land.

**Appendix:** List of literature cited should be included as part of the appendix. It does not count towards page limits. Articles should be referenced but not included in the appendix.

The appendix should include any additional letters of support or collaboration. Additional letters of support or collaboration (beyond the required mentor's letter) are encouraged, especially if the success of the proposed project is critically dependent on access to another individual's professional assistance, supplies, or equipment.

**Certification for Human Subjects:** If activities involving human subjects are planned at any time during the proposed project period, you must submit a letter of approval from your Institutional Review Board (IRB). Letters of approval are not required at the time of the application. If you receive a notification of award from the Prevent Cancer Foundation, you must verify IRB approval within 60 days after the award notification. The letter must be dated no earlier than one year before the application is submitted. **If verification of IRB approval is**

**not received within 60 days after the award notification, the project will be considered incomplete, and an award will not be made.**

**Certification for Vertebrate Animals:** If activities involving vertebrate animals are planned at any time during the proposed project period, you must submit a letter of approval by the Institutional Animal Care and Use Committee (IACUC). Letters of approval are not required at the time of the application. If you receive a notification of award from the Prevent Cancer Foundation, you must verify IACUC approval within 60 days after the award notification. The letter must be dated no earlier than one year before the application is submitted. If verification of IACUC approval is not received within 60 days after the award notification, the application will be considered incomplete, and an award will not be made.

**Applicant Demographic Data Information:** The applicant demographic information is for use internally by the Prevent Cancer Foundation. While “choose not to disclose” is an option, we strongly encourage all applicants to specify their gender, race, ethnicity, and sexual orientation. We use this information for statistical purposes to understand the diversity of our applicant pool. This information is not accessible to peer reviewers and is not considered at peer review. By sharing this information with us, you help the Prevent Cancer Foundation track our progress and identify areas that need further improvement.

## **FELLOWSHIP REVIEW CRITERIA**

Fellowship applications are peer reviewed by an independent external Scientific Review Panel formed of researchers and physician-scientists from outstanding cancer research institutions. The Prevent Cancer Foundation is a 501(c)(3) foundation, which is supported by the general public.

**Applications not meeting the Foundation's funding guidelines will not be reviewed by the Scientific Review Panel.**

### **Administrative and Eligibility Review**

- All applications are reviewed for their **completeness and compliance with the guidelines**. Any incomplete application that is non-compliant with stated guidelines will be disqualified.
- The **Scientific Review Panel Chair and Co-chair** will determine if an application does not meet designated requirements. They will also determine whether applications fall within the scope of the Foundation’s mission and its funding priorities to be considered for scientific review.

### **Scientific Review**

A numerical **grade** will be assigned by the Scientific Review Panel based on the following criteria:

- Clarity of specific aims and significance to cancer prevention/early detection
- Quality of the institutional research environment
- Methodology

- Relevance of supporting data
- Competence of Principal Investigator (PI) and key personnel
- Appropriateness of project size to resources and timeline
- Budget
- Does the project contribute significantly to the field of cancer prevention/early detection
- Scientific merit of the project - will data stimulate further scientific research into cancer prevention/early detection
- Potential for future impact on the field, given the innovative nature of the project
- Qualifications of the candidate
- Achievability of the project's specific aims within the two-year time frame

**\*If your application passes both the administrative and eligibility reviews and is given a full scientific review, you will receive written feedback. If your application does not pass the administrative review or is considered not qualified as cancer prevention/early detection or the science is too basic for review, you will not receive written feedback from the reviewers.**

Reviewer comments will be shared with applicants; numerical grades are **not** shared. Applicants whose applications do not fit within the scope of the Prevent Cancer Foundation's mission, and do not pass administrative or eligibility criteria, will be notified with all other applicants by **December 5, 2025**.

### POST-AWARD REQUIREMENTS

All grant and fellowship awardees must adhere to the following requirements.

<b>Deliverable</b>	<b>Description</b>	<b>Date</b>
<b>Acceptance Agreement</b>	Review, sign and return Acceptance Agreement to the Prevent Cancer Foundation.	<b>January 2026</b>
<b>Institution W-9 Form</b>	The awardee must provide an institution signed W-9 Form along with the award payment address.	<b>January 2026</b>
<b>Publication of Award</b>	The award must be publicized by the awardee institution, either in its own publications (student newspaper, alumni newsletter, institutional magazine, etc.) or in a local newspaper, with attributes to the <b>Prevent Cancer Foundation</b> and <b>donor</b> if applicable.	<b>April 2026</b>

Reporting Requirements and Payment Timeline	
	<b>2026</b>
First Payment (\$25,000)	April 30
Year-1: Progress Report, Personal Impact Statement and Signed Financial Report Due – 1 month prior to end of year one	December 15
	<b>2027</b>
Second Payment* (\$25,000)	January 30
Third Payment (\$25,000)	October 30
	<b>2028</b>
Project End Date	January 14
Year-2: Final Progress Report, Personal Impact Statement and Signed Cumulative Financial Report Due - 3 months after project end date	April 15
Fourth Payment* (\$25,000)	May 30

\*Disbursement of second and fourth award payment is contingent upon receipt of satisfactory program and signed financial reports outlined under section entitled “POST-AWARD REQUIREMENTS”. Note: The Prevent Cancer Foundation reserves the right to alter the project dates as necessary.

**Yearly Reporting (must be submitted via [ProposalCentral](#))**

Date	Deliverables
December 15, 2026	An interim progress report, personal impact statement and a signed financial statement are <b>due one month prior to the end of year one</b> . Progress reporting must be submitted in ProposalCentral (see details below*). The <b>second year</b> of funding is contingent upon a satisfactory year-one progress report (see reporting requirements bulleted below.)
April 15, 2028	A final report, personal impact statement and signed cumulative financial report are <b>due three months after the end of year two</b> . Final report must be submitted in ProposalCentral (see details below*).  The final report must include a full cumulative accounting of project expenditure. The final award payment will be issued after the Prevent Cancer Foundation has received all required year-two reports.  Awardees should upload in ProposalCentral a reprint of all research published as a result of their Prevent Cancer Foundation award.

**\*Interim progress and final reports to be submitted via ProposalCentral using a web form to provide a brief, clear project summary to include but not limited to the following questions:**

**Key Findings:** summarize the results or insights from the work **completed** to date.

- **Highlight** any outcomes that were unexpected or impactful.
- **Status of Goals:** indicate the current progress toward each of the stated project goals.
- **Remaining Work:** outline what still needs to be completed in Year 2.
- **Challenges or Setbacks:** describe any obstacles encountered and how they have been addressed (or plan to be).
- **What further research remains to be done?** (e.g. additional data collection -larger sample size, product development implementation, laboratory to clinical or community level).

**Personal Impact Summary Statement to be submitted via ProposalCentral using a web form** to answer the following questions in general /non-technical language. This summary statement may be shared with the Scientific Review Panel Chair and Co-chair, Prevent Cancer Foundation's Board of Directors and donors.

- How has the funding provided by the Prevent Cancer Foundation helped your overall professional growth (e.g., journal submissions, career opportunities, new research focus)?
- Has this award led to other funding opportunities?
- Have you had the opportunity to report your findings at professional meetings?
- What courses have you taken and how has this helped you in your professional pursuits?
- What impact or potential impact do your findings have on the field of cancer prevention and/or early detection?

**Financial Statement:** Give a breakdown by category (i.e., personnel, supplies, etc.) of how the Foundation's funds were utilized. This document should be filed and signed by the University's Office of Research Administration or other comparable source.

### **Final Payment Policy**

The Prevent Cancer Foundation will hold the final payment of all awarded grants and fellowships until receipt of the final progress report, personal statement and cumulative, signed financial statement. If these reports are not received within 6 months of the project end date (including no-cost extension end date), the Foundation will withdraw the final payment; no payment will be made. This policy is in effect as of June 1, 2006.

### **Policy on Principal Investigator Transfer Between Institutions**

If the Principal Investigator (PI) transfers institutions during the two-year award period, the PI must notify the Foundation immediately. At that point, two options may be considered:

- The **project remains at the original institution**. A new PI must be recommended to complete the project. The following documents are required (but not limited to):
  - Recommended PI's biosketch
  - Letter of support from the institution
  - Revised project plan, budget and effort reallocation of key staff (if applicable)
- The **PI requests to carry over the project to the new institution**. The following documents will be required (but not limited to):
  - Letters of support from both the original and new institutions
  - Revised budget
  - Letter from both finance departments
  - Updated project plan
  - Revised staff time allocation

Both options will be reviewed by Foundation staff and sent to the original external reviewers to determine whether the transfer of institution request is feasible and appropriate. Approval is contingent upon a thorough review of all submitted documents and the final recommendation made by the external review committee and Foundation staff.

If the request is denied, the Foundation reserves the right to request the return of partial or all award funds, depending on the project timeline, and the official financial statement submitted.

### **No-Cost Extension Policy**

In the event that a project cannot be completed within the two-year timeline granted by the Foundation, a request for **one six-month, no-cost extension** must be submitted to the Programs Division at **least two** months prior to the project end date.

### **Peer-Reviewed Publications**

All publications, presentations, project materials, etc., must acknowledge the Foundation's support of the project by displaying the statement, "This project is supported by the Prevent Cancer Foundation." The awardee must also send reprints of all research published as a result of his/her Foundation award.

### **Authorization**

Funding of an application authorizes the Prevent Cancer Foundation to use the applicant's name, institution, and application information, including the **Summary for a general audience and Personal Summary Statement** in soliciting contributions to fund its cancer research and educational programs. The awarded project may be featured on the Prevent Cancer Foundation website, blog, annual impact reports and other publications.

Awardees should expect to answer additional questions or provide a personal interview regarding their work periodically throughout the two-year period to support future funding of cancer research and educational programs.

**Sunshine Act**

Physicians who receive grant funding may be required to sign the Sunshine Act Physician Payment Information Form.

**QUESTIONS?**

Check out our FAQs at: <https://preventcancer.org/research/grants-fellowships/>.

**CONTACT INFORMATION**

All communication regarding the Grants and Fellowships Program should be directed to Ximena Marquez Dagan at [Ximena.Marquez@preventcancer.org](mailto:Ximena.Marquez@preventcancer.org).

For assistance with technical issues that may arise related to ProposalCentral's electronic grant submission system, please e-mail: [pcsupport@altum.com](mailto:pcsupport@altum.com) or call 1-800- 875-2562 or 703-964-5840. Monday through Friday 8:30am-5:00pm (ET).