
# Quest for CURES
# Research Program
# Guidelines & Instructions

# for

# Letter of Intent
# &
# Full Application

February 13, 2014

for patients with hematological malignancies. LLS has formed a partnership with Celgene to create the first set of such RFPs that will build the foundation of this new LLS initiative. This initiative will identify and fund priority research areas, with support from biotechnology and pharmaceutical partners in order to address significant unmet medical needs. The near-term goal of this program is to advance the scientific and medical understanding of the various hematological malignances.

The Leukemia & Lymphoma Society (LLS) is the world's largest voluntary health agency dedicated to blood cancer. The LLS mission: Cure leukemia, lymphoma, Hodgkin's disease and myeloma, and improve the quality of life of patients and their families. LLS funds lifesaving blood cancer research around the world and provides free information and support services to patients and their families.

Celgene is a global biopharmaceutical company committed to improving the lives of patients worldwide by delivering innovative and life-changing drugs for our patients. With more than 300 clinical trials, Celgene has focused on delivering novel therapies for patients with incurable hematological malignancies, including multiple myeloma, myelodysplastic syndromes, chronic lymphocytic leukemia (CLL), non-Hodgkin's lymphoma (NHL), and myelofibrosis.

## Description of the Awards:

With evolving technologies and emerging treatment options, this RFP is focused on defining subgroups of patients with a given diagnosis, understanding the role and improving detection of minimal residual disease (MRD) in hematological malignancies and using this information to guide treatment intervention. In addition, understanding which patients are more likely to transition from a pre-malignant state to full malignancy may provide new routes for early therapeutic intervention. **LLS and Celgene RFP topics available for funding with this RFP are the following:**

1. **Defining treatment algorithms that rely on predictive/prognostic biomarkers and molecular MRD surrogates to select standard or experimental therapies for patients with indolent lymphoid malignancies, particularly follicular NHL or early phase CLL, as well as patients with pre-malignant conditions such as MGUS, low risk MDS or MPNs (PV or ET). Research proposals might focus on, but are not limited to:**
    a. Identification of biomarkers in both treatment naïve patients, as well as those treated with standard or novel agents, to predict clinical benefit of either a watch and wait strategy or initiation of a therapeutic intervention
    b. Identification of biomarkers that will guide specific therapeutic intervention with an approved or experimental agent(s) or identify a novel therapeutic target
    c. Analysis of samples from patients treated with standard or novel agents to identify treatment-related molecular changes that may predict long-term clinical benefit
    d. Novel approaches to measure and track MRD that provide actionable information regarding the selection of subsequent therapy, if required
    e. New experimental targeted therapies that may be safe and effective in blood cancer patients with early-stage disease
2. **Characterizing hematopoietic events in the elderly that may predispose them to chronic pre-leukemic myeloid disorders and/or to progression from these states to frank hematologic malignancy. Proposal topics of interest might include, but are not limited to:**
    a. Studies to determine how age-related changes in hematopoietic progenitor subsets interact with changes in the bone marrow or lymph node microenvironment and in the circulating levels of the

cytokines that are commonly/frequently observed in older individuals

b. Identification of the spectrum of mutations, chromatin modifications and/or changes in immune function in elderly patients that identify those at high risk of transitioning from chronic pre-leukemic disorders to acute leukemias

This RFP represents a new LLS research grant paradigm; QFC projects should, if successful, have a measurable impact on the diagnosis or treatment of patients with hematologic malignancies over the next 5 to 10 years. Proposals must include specific timelines, milestones and deliverables that researchers believe are achievable with their proposed funding. The range of funding available is from $200,000 to $400,000 annually, for research to be completed in a period of 2 years.

Additional funding for projects that have demonstrated exceptional progress in the initial 2 years may be available, subject to review by LLS and Celgene. Additional funding is not guaranteed for any of the projects, but is contingent on the achievement of the project goals. The LLS Research Department staff will work with researchers to monitor progress and provide insight and expertise to each project.

Both Celgene and LLS are committed to supporting early stage, foundational research as well as new therapy development. Researchers and institutions should note that Celgene considers each funded project as having the potential for further development as a therapeutic or diagnostic for patients.

## Special Considerations for Grantees and Their Institutions:

In addition to LLS's standard terms and conditions for academic grant awards, QFC also includes the following requirements. In partnership with Celgene and their funding, academic institutions and researchers will have to agree to provide Celgene with first rights to negotiate for intellectual property deriving from or reduced to practice during each project. Should Celgene choose to negotiate for rights to IP, Celgene shall have an exclusive period for this negotiation. If an agreement is not reached the Institution and researcher may not enter into an agreement with terms any less favorable than what was last offered by Celgene for a certain period of time. Please inquire with LLS for disclosure of those time periods. Also, if after said period of time, the Institution has not entered into another agreement, Celgene shall have the right to elect to enter into another exclusive dealing period. During the period of the grant and the periods when Celgene exercises its rights the institution is prevented from disclosing intellectual property rights outside normal activity or enter into negotiations with a third party. These specified periods for negotiation will be spelled out in the contract and available for review during the application process. **Each applicant to the QFC is required to have his or her institution certify agreement with the IP terms and Celgene Rights at the time of application submission.** For questions regarding this policy, please contact Allison Formal VP, Research Business Development at allison.formal@lls.org or at 914-282-2753.

## Who Can Apply:

### Citizenship and Degree

Applicants (principal investigators) must hold an M.D., Ph.D., or equivalent degree, and work in domestic or foreign non-profit organizations, such as universities, colleges, hospitals or other academic laboratories. Applications may involve multiple institutions; however, the Applicant should have an independent research or academic position and his/her academic institution will be responsible for signing off on all terms of the QFC grant agreement. The Applicant need not be a U.S. citizen, and there are no restrictions on applicant age, race, gender or creed. Applications from non-academic facilities and the National Institutes of Health are not eligible. An Applicant may only submit one application per RFP cycle in the QFC.

**Leadership and Staffing**
The application will require one principal investigator (Applicant) who is responsible for the preparation and submission of the proposal as well as the conduct of the research programs and adherence with all stipulations made by LLS in this document and in the grant contract if funded.

## Application Process and Deadlines:

The Applicant and Sponsoring Institution must register independently with Fluxx in order for the Applicant to apply. Please see the "Instructions for Application Submission" section below.

**Letters of Intent (LOI)**
Each applicant must submit an LOI by June 3, 2014 at 3:00 PM, ET via the Fluxx website. LOIs will summarize the proposed research and indicate which RFP topic is most appropriate. LOIs will be reviewed for responsiveness to the RFP topics and approved or rejected by LLS staff shortly after the time of submission. Once the LOI is approved, the full application will be available to the Applicant on Fluxx.

**Full Application**
Full Applications will only be accepted via Fluxx. The deadline for the Full Application is July 15, 2014. The submission deadlines will be strictly enforced. Please note that all times are Eastern Time (ET). If any date falls on a weekend or a U.S. holiday, the deadline becomes the following business day.

This is the second of two review and funding cycles. The timeline for this cycle is detailed below.

| | |
|---|---|
| **Call for Proposals** | February 2014 |
| **Letter of Intent Deadline** | June 3, 2014, 3:00 PM, ET |
| **Full Application Deadline** | July 15, 2014, 3:00 PM ET |
| **Peer Review Committee Meeting** | September 2014 |
| **Anticipated Notification of Awards** | October 2014 |
| **Anticipated Funding Start Date** | January 2015 |

## Review Process of Full Applications:

Full Applications will be reviewed after the July 15 submission deadline by a diverse peer review panel. Once ranked, the priority score and funding recommendations from the peer review panel will be presented to the Joint Steering Committee (LLS Research Staff and Celgene Representatives). Final determination of awardees is overseen by an independent Mission Oversight Committee.

Any Applicant selected for funding will be notified within 45 days of the funding decision**. Funding decisions are relayed by email only and are not available by telephone.** All priority scores are confidential and are only available to LLS's Joint Steering Committee, LLS's Mission Oversight Committee, and administrative personnel only. **Written critiques of the application are not formally provided to an applicant.**

**Review Criteria**

An application will be judged on the following criteria:

- The probability of a significant advancement in the scientific and medical understanding of the hematological malignances
- The conceptual basis upon which the proposal rests
- A specific timeline with clearly articulated milestones and deliverables
- The novelty of the concept
- The feasibility of the research strategy
- Thoughtful and clear presentation
- The overall plan for bringing the research findings to clinical application
- Experience, background, and qualifications of investigators
- Adequacy of resources and environment (facilities, patient population, data management, and data analysis)
- Adequacy of provisions for protection of human subjects if applicable

## Maximum QFC Award Duration & Value

***Please note: The QFC award amount you are given will reflect the amount you request in the budget section of your application. Any requests to increase funding must be in writing to LLS and are subject to the availability of funds.**

| Duration | Maximum Annual Direct Costs | Maximum Annual Indirect Costs | Maximum Total Costs | Maximum 2 Years |
|---|---|---|---|---|
| 2 yrs | $360,036 | $39,964 | $400,000 | $800,000 |

## Instructions for Application Submission:

### General

**Using Fluxx**
LLS uses Fluxx (https://lls.fluxx.io) for electronic submission of LOIs (and full applications). **LLS will not accept fax or hard-copy submissions**.

**Registration**
It is the responsibility of the Applicant and the Sponsoring Institution to independently register with Fluxx. Complete the organizational information and personal contact information to complete the applicant profile. **If the Applicant has applied for an LLS grant prior to this submission, an account will already exist for them in Fluxx.** To log in, click "Reset or create password" and sign in with the email that was previously used to apply for grants electronically in the past.

**Data Entry**
An Applicant is not required to complete the online LOI (or Full Application) in one sitting. The LOI may be accessed and changed multiple times as needed prior to the submission deadlines. However, **neither the LOI nor Full Application can be changed once the deadline has passed or after the applicant's final submission.** Moreover, some fields may not be modified in the Full Application

following submission of the LOI. Information in the LOI will be carried over to the Full Application, should the LOI be approved.

**Contacting LLS**
Questions regarding this grant program should be addressed to:

Director, Research Administration
The Leukemia & Lymphoma Society
1311 Mamaroneck Avenue, Suite 310
White Plains, New York 10605
Telephone: (914) 821-8301
Email: researchprograms@lls.org

The Applicant should not contact the local chapters or any other department within LLS regarding eligibility.

## Requirements

The following are some additional requirements that the Applicant needs to consider while completing the LOI and Full Application.

**Templates and Format**
Templates are provided for the Applicant on the Fluxx website. Failure to use provided templates may result in the disqualification of the application.

All information must be typed in English. All documents must use single-spaced text and one of the following fonts: Arial 11 pt or Times New Roman 12 pt. The Applicant's name should be typed in the upper right corner of each page of the Full Application.

Some information will be captured when the Applicant populates fields on the Fluxx website. Other information will be captured using the provided templates.

**Compliance**
The Applicant must follow these Guidelines & Instructions or risk the proposal being disqualified.

## Letter of Intent (LOI)

Each Applicant (Principal Investigator) must submit an LOI by **June 3 at 3:00pm ET** via the Fluxx website, or the following business day if this date falls on a weekend or a U.S. holiday.

**Please do not call or e-mail LLS** to determine whether the LOI has been received or when it will be processed. The Applicant will receive an email from Fluxx stating that the LOI was successfully submitted.

The Applicant will be given access to the Full Application only if the LOI is approved.

**Changes**
Information collected in the LOI will automatically populate fields in the Full Application. Once the final submission is made, changes may only be made after receiving prior approval from the Director of Research Administration (Nikay Thomas, at Nikay.Thomas@lls.org or researchprograms@lls.org). **Any**

**changes made without the prior approval of LLS may result in the disqualification of the application.**

**Completing the LOI**
The LOI consists of several sections. The following provides instructions for completing each section.

**Contact Information**
Organization information will populate into the "Sponsor Institution" field while typing. If the organization information does not populate into this field while typing the name of the institution, click "Add New."

The Applicant, Institutional Signing Official, Financial Officer and Additional Admin fields should provide a drop down list of names of individuals that have been linked to the institution via prior application submissions. If a specific institutional official is not listed, click "Add New."

**Request for Proposals**
Click yes to only ***one*** of the RFP topics provided. Applications must be responsive to one of the topics; LLS staff will determine if the subject matter in the LOI matches the chosen RFP topic. Only those LOIs that are determined to be responsive to the RFP topics will be invited for a Full Application.

**Grant Information**
Please adhere to the character limitations for each field:

- **Project Title:** Provide a concise title for the proposed project. Once the LOI has been submitted, the Applicant cannot change the title.
- **Project Summary:** Please provide a brief summary of your research (500 character limit, including spacing).
- **Technical Summary** (Scientific Abstract): Briefly describe the proposed research using technical language (1500 character limit, including spacing). Once the LOI has been submitted, the technical abstract may not be changed.
- **General Audience Summary** (Lay Abstract): Please clearly state in lay language the proposed research (1500 character limit, including spacing). This section is essential for LLS in our communications with the general public, and thus it is critical that the Applicant presents this in language meant for a non-scientific audience. Once the LOI has been submitted, the lay abstract may not change.
- **Amount Requested:** This will reflect the **sum total over 2 years** (up to $400,000 per year, $800,000 over 2 years). The Applicant will enter $800,000, for example, if requesting the maximum value of the award.

**Save and Review**
Click the box to accept the terms, then click "Save and Review." The applicant will be directed to the saved application and will click "Submit."

**Full Application**
Applicants must submit a Full Application by **July 15 at 3:00pm ET via the Fluxx website,** or the following business day if this date falls on a weekend or a U.S. holiday. **LLS will not accept fax or hard copies of the Full Application.**

Some sections of the Full Application will be captured electronically on the Fluxx website from the Applicant's LOI. Other information will be captured in documents that must be downloaded from Fluxx, completed and then uploaded by the Applicant. The Full Application consists of several sections and the following provides instructions for completing each section.

The project template is available on the Fluxx website. The template consists of:

- Project Description
- Aims & Milestones
- Biosketch (For applicant and any co-PIs)
- Other Research Support
- Detailed Budget
- Summary Budget for Entire Two Year Project
- Budget Justification
- Signature Page

**During the Full Application phase, the Applicant may not modify any information provided in the submitted LOI as this information is subject to the Changes clause from the LOI section above and may result in disqualification of the application.** Please Contact Nikay Thomas, Director of Research Administration, for change requests via Nikay.Thomas@lls.org or 914-821-8301. Alternatively, research staff may be contacted at researchprograms@lls.org.

**Completing the Full Application**
Log onto Fluxx and click the edit button (pencil image) or click the blue hyperlinked application ID and click "Edit Request" once directed to the application details.

**The following sections of the application must remain the same from the LOI**:

- Contact Information
- RFP Topic Choice
- Project Summary, Technical Summary and Lay Summary

Any changes made to the above sections may result in disqualification.

**Assurances**
Provide certification numbers and justification for assurances related to the following fields, if applicable to the proposed work:

- **Human Investigation Statement:** Projects that involve human materials/subjects must include the Institutional Review Board (IRB) Approval Date and Compliance Number (or certificate of exemption) as well as the effective approval dates. IRB approval letters should be included in Attachment A. A Project with pending IRB approval must include a statement to that effect. An award will not be made without documented IRB approval if it was pending at the time of application submission. The Applicant should notify LLS before review (September 2014)

regarding any updated IRB status if approval was pending at the time of submission.

- **Laboratory Animals Statement:** For projects that involve laboratory animals, the Institutional Animal Care and Use Committee (IACUC) Approval Date and Animal Welfare Assurance number must be given. IACUC approval letters should be included in Attachment A. An award will not be made without documented IACUC approval if it was pending the time of application submission. The Applicant should notify LLS before review (September 2014) regarding IACUC status if approval was pending at the time of submission.
- **Recombinant DNA Statement:** The Applicant must indicate if proposed research involves the use of recombinant DNA. Documentation of Sponsoring Institutional approval must be uploaded with the application.
- **Biohazard Statement:** The Applicant must indicate if the proposed research involves the use of biohazards. If the Applicant indicates affirmatively, then an Institutional statement of assurances regarding potential biohazards and safeguards must be uploaded as the Biohazard Statement.

**Key Personnel**
Key Personnel are listed here with percent effort on the proposed work. Entries cannot be edited; if changes are desired, the information must be deleted entirely and re-entered.

**Project Documents**

- **IP Terms and Celgene Rights: Each Applicant is required to have his or her Institution certify agreement with the QFC IP terms and Celgene Rights at the time of application submission.**

  Download and sign the IP Terms and Celgene Rights document, then re-upload by clicking the green plus sign at the top right hand corner of the Request Documents section.

  For questions regarding this policy, please contact Allison Formal VP, Research Business Development at Allison.Formal@lls.org or at 914-282-2753.
- **Project Description:** Download and complete the project description, then re-upload by clicking the green plus sign at the top right hand corner of the Request Documents section.

**Save and Review**
Click the box to accept the terms, then click "Save and Review." The Applicant will be directed to the saved application and will click "Submit".

The Applicant will receive an email from Fluxx stating that the application was successfully submitted online upon final submission.