



## IASLC Committee Project Request for Proposals May 2024 Funding Cycle

### **Overview**

The International Association for the Study of Lung Cancer (IASLC) Board of Directors may allocate funds at their discretion to support IASLC Committee Projects. These funds are intended to support the work of the IASLC Committees in carrying out the IASLC's [Strategic Plan](#) with the ultimate goal of conquering thoracic cancers in the 21<sup>st</sup> century. IASLC projects should be multidisciplinary and global in scope. For the May 2024 funding cycle, up to \$450,000 of funds have been dedicated to support committee projects and will be awarded through this funding mechanism.

### **2024 Funding & Priority Areas**

For the 2024 Committee Project Request for Proposals (RFP), the following guidelines apply:

- Only IASLC Committees may submit proposals
- Proposals may be submitted for up to \$50,000 for one-year projects or up to \$150,000 for two-year projects
- All projects must support at least one of IASLC's three strategic pillars: Collaborative Science, Global Education, and Promoting Accessible Multidisciplinary Care
- **2024 Priority Area:** Project proposals are encouraged which lay the groundwork for larger, multi-year IASLC research projects and/or initiatives. For example, a pilot project as a proof-of-concept or work that could provide preliminary data to support a larger, future research study or IASLC member resource
- All funding must be committed in 2024, with projects beginning in calendar year 2024. Projects may have a one- or two-year timeline.
- Applications that involve more than one committee are encouraged
- Projects may be part of the Board-approved two-year plan but are not required to be part of the already-approved

### **Eligibility**

- All IASLC committees are eligible to apply
- Only one proposal may be submitted in the May 2024 cycle by each committee
- Each project should be led by one Principal Investigator, or two Co-Principal Investigators, who will be responsible for reporting on the project's progress.
- PIs and Co-PIs must be members of the committee and active members of the IASLC

## **Application Timeline for May 2024 Funding Cycle**

**RFP Released:** Monday, May 13, 2024

**Application Deadline (no extensions):** Friday, July 12, 2024, 12:00PM (noon) MST.

**Committees Notified of Results:** By August 30, 2024

### **Application Process:**

All applications will be submitted via OpenWater using this link: [https://iaslc.secure-platform.com/a/page/IASLC\\_Programs/Committee\\_Project\\_RFP](https://iaslc.secure-platform.com/a/page/IASLC_Programs/Committee_Project_RFP). There will be no extensions to the posted deadline. At the discretion of the committee chair and the project Principal Investigator, IASLC staff liaisons may help write and submit committee proposals.

The application system will include the following sections:

### **Application Information**

- Project Title
- Committee Name
- Committee Chair
- Are you collaborating with any other committees on this project?
  - If yes, select all committees that apply
- Is this a one-year or two-year project?
- How much money are you requesting in U.S. Dollars?
- Which pillars of the IASLC Strategic Plan does this project support? [Check all that apply]
- Lay Summary of Project – Please describe the project in 100 words or less. This text will be used for the general membership on the IASLC website and in IASLC communications.

### **Project Team**

- Principal Investigator First Name and Last name (PI; this is the project leader for non-scientific projects)
- PI's Institution
- PI's Email Address
- PI's Biosketch - Upload biosketch, using [standardized biosketch template](#)
- Project Team Members - You may also include key project team members, up to a maximum of 4 additional people. Click on the "Add Item" button, then provide the required information (listed below) for each additional member of the team.
  - First Name
  - Last Name
  - Institution
  - Email
  - Project Role (Co-PI, Committee Member, Other)
  - Upload biosketch, using [standardized biosketch template](#)

## Project Plan and Budget

**Project Plan (Upload)** - Please provide the following information in 3-5 pages. For non-scientific projects, we understand that you may not be able to address every area in the research methodology section but please describe the detailed project plan. All projects must support the IASLC Strategic Plan.

*Please note that reviewers will be clinicians & scientists but will not necessarily be specialists in the area of your committee. It is important to clearly explain the potential impact of your project for IASLC members and non-specialists.*

- **Impact Statement**
  - What is the big picture question or issue in thoracic oncology that your project is trying to address?
  - How does your project address the big question?
  - Why is IASLC the right organization to complete this project?
  - Which Strategic Pillar(s) does this project support?
  
- **Research Methodology**
  - Hypothesis
  - Specific aims
  - Rationale
  - Research Methodology
    - Include a statistical plan, if appropriate
    - Address how people living with lung cancer or their loved ones are included in design and/or execution of the project or justify why this is not needed. (Note: IASLC can suggest research advocates for projects)
  - Potential Pitfalls and Limitations
  
- **Project Timeline**
  - Projects should have a one-year or two-year timeline
  
- **Deliverables, Dissemination Plan, and Next Steps**
  - Will any education, resources, or toolkits be created as part of this project? If so, please describe.
  - How will project deliverables be disseminated to IASLC Members and/or the general public?
  - If this project is intended to provide pilot data or lay the groundwork for future IASLC committee work, please explain what next steps could lead from the results of this project.

**Budget (Upload, not included in page count)** – Applicants may request up to \$50,000 for one-year projects or up to \$150,000 for two-year projects. A full budget must be submitted using the [budget template](#) provided.

- Committee funds are not intended to pay for investigator time; time may be included for collaborators such as biostatistics or bioinformatic colleagues, clinical/lab-based personnel, or trainees where needed for successful project completion. Time must be fully justified in budget justification
- Indirect costs to institutions are discouraged and are limited to 10% of direct costs
- Estimated time for IASLC employees that would be needed to successfully complete the project (including committee staff liaison, educational, marketing, or other needs) must also be included on the bottom of the budget template. Please work with your staff liaison to estimate IASLC staff time.

### **Budget Justification (Upload, not included in page count)**

Please include a short budget justification for expenses (less than 1 page). Please include:

- Brief explanation and justification of all expenses and any indirect costs (limited to 10%)
- How much of the overall project budget are you asking for from IASLC?
- Is additional funding needed? If so, will you be asking other organizations for funding? Will you need IASLC's help in fundraising? If so, please list potential outside funding sources.

## **Review Process & Notifications**

All applications will be scored by the IASLC Scientific Advisory Committee (SAC) on the following criteria:

- Potential project impact to support IASLC's mission and strategic plan
  - Does the project fit the RFP's priority area?
- Relevant expertise of project team & ability to complete the proposed work on time
- Feasibility of workplan/methodology
- Appropriateness of budget

Applications will be chosen through two rounds of review. In round one, each application will be independently scored by three reviewers. Reviewers may not be a member of the committee that submitted the application, nor be a part of the proposed project.

In round two, the SAC will meet and discuss the applications and scores. The SAC will make a recommendation to the IASLC Executive Committee on a slate of projects and funding amounts that equal the cycle's funding allocation.

The Executive Committee of the IASLC Board has the final approval authority for project funding. After Executive Committee approval, committee applicants will be notified of their status.

Reviewer scores and comments will remain confidential. Committees may re-apply with the same or modified projects in future application cycles.

## **Questions**

If you have any questions about this RFP, please reach out to your Committee Staff Liaison or Jennifer C. King, PhD, Chief Science Officer at [jennifer.king@iaslc.org](mailto:jennifer.king@iaslc.org)