

Background

Applicant Information

(Carefully read the instructions before completing this form)

1. Applicant Information

Your User Profile information appears below however this section should indicate where the research described within this proposal will take place (change as necessary). NOTE: Your User Profile is always considered your current mailing address. The address listed here will be used to advise you of the outcome of this competition only.

- | | | | | | |
|-------------------|----------|--------------------------|--------------------------|--------------------------|----------------------------|
| a. Applicant Name | Title | <input type="radio"/> Dr | <input type="radio"/> Mr | <input type="radio"/> Ms | <input type="radio"/> Prof |
| b. Institution | | | | | |
| c. Department | | | | | |
| d. Address 1 | | | | | |
| e. Address 2 | | | | | |
| f. Address 3 | | | | | |
| g. Address 4 | | | | | |
| h. Country | | | | | |
| i. City | Province | | | Postal Code | |
| j. Phone | Ext | | | Fax | |
| k. e-Mail Address | | | | | |
| l. Designation | | | | | |

2. Project Information

The title entered when the application was created is indicated. Please avoid typing in ALL CAPS. In addition, ensure the end date of your project is updated.

- | | | | |
|---|---|--------------------------|--|
| a. Project Title | | | |
| b. Is Financial Institution the same as the Research Institution? (Please select Yes or No) | <input type="radio"/> Yes | <input type="radio"/> No | |
| c. If No, provide Financial Institution name | | | |
| d. Project Start Date | End Date | | |
| e. Amount of Funds Requested | Project Cost | | |
| f. Type of application | | | |
| | <input type="radio"/> Initial Application | | |
| g. Indicate the number of years of support requested (up to 3) | | | |
| h. Is this application being submitted in French? (Note that all review panels are conducted in English.) | <input type="radio"/> Yes | <input type="radio"/> No | |

3. Participants

Enter the Financial Officer and any Co-Principal Investigator, Co-Applicant, Additional Author and Collaborator information as applicable to your application. Provide full addresses, including department name/affiliation for each participant. Use the lookup feature and enter their e-mail address in the field provided as the search criteria. The form will be auto-populated with their contact information as it appears in their user profile. If they do not have a profile, enter the details as required.

CVs must follow the required format outlined in the Application Guide. CVs are not required from collaborators. Instead, letters of collaboration must be uploaded.

a. Additional Author

Name

Title

Institution

Department

Address 1

Address 2

Address 3

Address 4

Country

City

Province

Postal Code

Telephone

Fax

E-Mail Address

b. Co-Applicant

Name

Title

Institution

Department

Address 1

Address 2

Address 3

Address 4

Country

City

Province

Postal Code

Telephone

Fax

E-Mail Address

c. Collaborator

Name

Title

Institution

Department

Address 1

Address 2

Address 3

Address 4

Country

City

Province

Postal Code

Telephone

Fax

E-Mail Address

d. Co-Principal Investigator

Name

Title

Institution
Department
Address 1
Address 2
Address 3
Address 4
Country
City Province Postal Code
Telephone Fax
E-Mail Address

e. Financial Officer

Name
Title
Institution
Department
Address 1
Address 2
Address 3
Address 4
Country
City Province Postal Code
Telephone Fax
E-Mail Address

SAMPLE

Applicant info

4. Principal Investigator CV

Attach an up-to-date, abbreviated version of your CV (NIH-style biosketch) in PDF format. Consult the Application Guide for complete instructions, including the required format.

NOTE: For the file name, please use the following format:[lastname_firstname-CV].

CCS is not a member organization of the Common CV Network, therefore the Common CV should not be used due to Common CV use restrictions.

5. Justification for career interruptions

Describe any career interruptions or delays that may have impacted your academic career and research productivity. Please include the start and end dates of each period described (yyyy/mm). If not applicable, please indicate this in the form. Your justification should not exceed 1250 characters, including spaces.

6. Application and Career stage

This section is mandatory and plays no part in the review or funding of an application. The data is used for statistical and communication purposes only.

Please indicate below if this is:

Your first application for a research grant to the Canadian Cancer Society Yes No

Your first application for a research grant specifically in the area of cancer research Yes No

Your first application for a research grant as an independent investigator Yes No

Please indicate your current career stage (please select one of the three options):

New/early career investigator: Any applicant who, at the time of registration, assumed his/her first independent academic position (e.g., faculty appointment) no more than 5 years ago (60 months).

Mid-career investigator: Any applicant who, at the time of registration, assumed his/her first independent academic position (e.g., faculty appointment) 5-15 years ago.

Senior investigator: Any applicant who, at the time of registration, assumed his/her first independent academic position (e.g., faculty appointment) more than 15 years ago.

Certificates

7. Certificates required

7.a. Biohazard/Biosafety

Indicate if certificates will be required. Certificates will be requested at the time of funding.

- a. Does your project require a biohazard certificate? Yes No
- c. If yes, list the name of institution(s) from where the certificate(s) will be obtained.

List of institutions

7.b. Animal care

Indicate if certificates will be required. Certificates will be requested at the time of funding.

- a. Does your project require animal care certificates? Yes No
- b. If yes, list the name of institution(s) from where the certificate(s) will be obtained.

List of institutions

7.c. Ethics

Indicate if certificates will be required. Certificates will be requested at the time of funding.

- a. Does your project require ethics certificates? Yes No
- b. If yes, list the name of institution(s) from where the certificate(s) will be obtained.

List of institutions

Public summary

9. Need for project

What need – in research or health care – will be addressed by this project (i.e. what is the rationale)? (maximum 500 characters, including spaces). Note that the character count may be different when copying text from Word due to formatting.

10. Goal of project

What is the goal of this project – what are you hoping to achieve? (maximum 500 characters, including spaces). Note that the character count may be different when copying text from Word due to formatting.

11. Project description

How will you achieve this (reminder: please use nontechnical language)? (maximum 500 characters, including spaces). Note that the character count may be different when copying text from Word due to formatting.

12. Future impact

How do you think this project could/will ultimately have an impact on the cancer community (including researchers, patients, families, policy, and the public at large, as relevant)? (maximum 650 characters, including spaces). Note that the character count may be different when copying text from Word due to formatting.

Abstract

13. Scientific abstract

Provide a detailed summary of your research project (maximum of 4200 characters, including spaces), stating the problem to be investigated, the objectives of the investigation, the methodology to be used, as well as the significance of the research to cancer. Note that the character count may be different when copying text from Word due to formatting.

14. Keywords/Technical terms

Provide up to a maximum of ten specific keywords or descriptive technical terms/methodologies that best describe the scientific and technical aspects of your project. NOTE: Enter one keyword or technical term per line.

Keyword/Technical terms

15. Impact statement

Articulate the anticipated impact of the proposed research on cancer and those affected by it. Your impact statement should not exceed 2100 characters, including spaces. Note that the character count may be different when copying text from Word due to formatting.

Non-confidential scientific abstract

16. Non-confidential scientific abstract

Please include a duplicate of your scientific abstract – with proprietary information removed. This abstract may be shared with potential donors and CCS funding partners and stakeholders when relevant. Your abstract should not exceed 4200 characters (including spaces), or roughly one full page, single spaced. Note that the character count may be different when copying text from Word due to formatting.

For applications approved for funding, a non-confidential scientific abstract will be posted along with the funding results on the CCS website.

SAMPLE

Proposal

17. Table of Contents

OPTIONAL: Include a brief table of contents to help guide the reviewer through the proposal.

18. Proposal

Provide a scientific proposal (maximum of 21,000 characters, including spaces) describing the work to be performed. Include the following points:

- a. aims of the project. Provide a compelling rationale for your hypothesis by putting your proposed work in the context of previous research done in the field. Proposed aims must be within the scope of the three-year timeline and budget of the grant. Overly ambitious aims are discouraged.
- b. experimental design, methods, and analysis. Include preliminary data relevant to the proposed research. Present alternative approaches in case the primary methods are not successful. In addition, and importantly, sex, gender, diversity (plus other intersectionalities (SGBA+)) must be thoughtfully considered, when applicable.
- c. research team members. Details of which member(s) of the research team will be responsible for which aspect of the project, including a rationale for their inclusion in the project, and a description of the research environment where the work will take place. Consideration of equity, diversity and inclusion principles in the composition of research team members must be evident.

Note that the character count may be different when copying text from Word due to formatting. To insert special characters, you must use Alt codes or the special character tool in EGrAMS and not Symbol font.

19. Sex, gender and diversity

19.a. Sex, gender and diversity considerations

Recognizing the variable impacts of cancer on different populations and demographics within Canadian society, CCS expects that sex, gender and diversity dimensions (plus other intersectionalities (SGBA+)) will be factored into research design, analysis and dissemination of findings. Please provide a response for each question, and we urge that you consider and embed these dimensions into your proposal, when applicable.

Is sex, as a biological variable, taken into account in the research design, methods, analysis and interpretation, and/or dissemination of findings? Yes No

Is gender, as a sociocultural factor, taken into account in the research design, methods, analysis and interpretation, and/or dissemination of findings? Yes No

Are diversity considerations (e.g. conditions, expressions and experiences of different groups identified by age, education, sexual orientation, parental status/responsibility, immigration status, Indigenous status, religion, disability, language, race, place of origin, ethnicity, culture, socio-economic status and other attributes) taken into account in the research design, methods, analysis and interpretation, and/or dissemination of findings? Yes No

23. Appendices

OPTIONAL: Note that all essential information must be included in the proposal and that reviewers are not required to read the material in the appendices. Attachments must be in PDF format only and can not exceed 10MB per attachment. NOTE: For the file name, please use the following format: [lastname_firstname-appendix1].

24. Disclosure of commercial or conflict of interest related to this application

If any of the named investigators have a financial interest in any commercial venture whose business activities are related to the subject matter of this grant application, the nature of that interest must be disclosed and a description of how conflict of interest, if any, will be managed should be provided. Please describe the nature of the relationship or material interest, the business activities of the company in question, and how those activities relate, if at all, to the grant application.

- a. Do applicants have any commercial or conflict of interest to declare? Yes No
- b. If Yes, please provide a description of the commercial or conflict of interest and how it will be managed.
- c. Is there any Intellectual Property which has been filed that is directly related to the technology or project, or materials or reagents used therein? Yes No
- d. If Yes, please describe, including ownership and/or assignment.

SAMPLE

COVID-19 Impact statement

25. Impact of COVID-19 on your research

Describe circumstances related to the COVID-19 pandemic that have affected your scholarly activities, your research team's capacity to generate preliminary data for the proposed research and/or your research program in general. These include, but are not limited to, laboratory closures, delays in study participant recruitment, disruptions in field work, reductions or delays in hiring research personnel, longer publication timelines, personal or medical circumstances. (maximum 2100 characters, including spaces). Note that character count may be different when copying text from Word due to formatting.

SAMPLE

Budget

Description	2021	2022	2023	Total
DIRECT EXPENSES				
Program Expenses				
1	Supplies and Expenses			
2	Salaries and Wages			
Total Program Expenses	0.00	0.00	0.00	0.00
Equipment				
1	Permanent Equipment			
Total Equipment	0.00	0.00	0.00	0.00
TOTAL DIRECT EXPENSES	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00

Description	2021	2022	2023	Total
Program Expenses				
Supplies and Expenses	0.00	0.00	0.00	0.00
Salaries and Wages	0.00	0.00	0.00	0.00
Total for Program Expenses	0.00	0.00	0.00	0.00
Permanent Equipment	0.00	0.00	0.00	0.00
TOTALS	0.00	0.00	0.00	0.00

SAMPLE

Other funding

28. Summary of other funding applied for and received

List all grants currently being applied for, pending, about to be submitted and all grants received, for the entire period covered by this application, for the Principal Investigator and each Co-Principal Investigator. Your documentation should include a list followed by the abstracts/summaries, as submitted in the original application for funding, for all grants/applications listed and should be submitted in PDF format. For pending grant applications with similar titles, please include a statement explaining overlap, or lack thereof. Consult the Application Guide for complete instructions, including the correct format. If there are no pending grants to list, indicate by including N/A in the Pending grants section. Applications with missing other funding information or abstracts will be considered incomplete.

NOTE: For the file name, please use the following format: [lastname_firstname-other_funding]

29. Other funding confirmation

- The applicants confirm that the attached list contains all required information, including the percentage overlap for each grant and the abstracts as submitted in the original application for funding, as described in the Application Guide.

SAMPLE

Biographical information

33. Biographical information

While completion of this section is mandatory, responses will be strictly confidential and will not be shared with the review panel. Aggregated and anonymized data will be used for program administration, statistical reporting and communications purposes only.

Preferred pronoun

He/His

She/Her

They/Their

Prefer not to respond

Language(s) spoken

Citizenship

SAMPLE

Tracking

34. Research tracking information

34.a. Research focus

Responses are to be limited to the scope of the proposed research for the duration of the proposed term. This information is used solely for statistical/reporting purposes and will not be used as part of the scientific review of the application. Select the research focus of the proposal.

Research focus (select ONE only)

- Biomedical Research
 Clinical Research
 Health Services/Systems Research
 Social, Cultural, Environmental and Population Health

34.b. Clinical Trial

If your proposed research includes a clinical trial component, select the type of trial and provide the participant recruitment target. If your proposed research does not involve a clinical trial, select not applicable.

Clinical Trial

- Clinical Trial - observational participant recruitment target:
 Clinical Trial - interventional participant recruitment target:
 Not applicable

34.c. Relevant population

Select the population(s) the proposed research will be relevant to. If your proposed research can be applied broadly to cancer patients, select "Not specific". Be sure to check at least one item.

Relevant population

- Pediatric (0-14)
 Adolescents & Young Adults (15-29)
 Adult (30 years+)
 Not specific

34.d. Research subject

If your proposed research involves human subjects or patient tissues, select the research subject(s) that will be used in the study. You can select more than one option. If your proposed research does not involve human subjects or patient tissues, select 'Not applicable'.

Research subject (select ONE or MORE)

Patients/Study Population

- Pediatric (0-14)
 Adolescents & Young Adults (15-29)
 Adult (30 years+)
 Not applicable

Patient Tissue

- Pediatric (0-14)
 Adolescents & Young Adults (15-29)
 Adult (30 years+)
 Not applicable

34.e. Cancer site relevance

Select a maximum of four cancer sites where the research will be most relevant. Indicate the degree of relevance to the selected cancer site in terms of percentage (%). Only include cancer sites with at least 25% relevance; total should equal 100%.

The cancer site selected must reflect the site of the primary cancer. For example, if your research is focused on lung cancer that has metastasized to the brain, select lung as relevant cancer site.

When a project does not focus on one or more specific cancer sites (e.g. applies broadly to cancer patients), select "Non-specific/All sites".

Only use the Details description field to describe the site if you have selected Other as a site.

Do not enter a '%' sign with your percentage, only enter the number.

Cancer site relevance

Cancer site relevance	Percentage	Details

34.f. Common Scientific Outline (CSO)

Select a maximum of 3 codes which best describe the research. Full details of the Common Scientific Outline can be found at the International Cancer Research Portfolio website (<https://www.icrpartnership.org/cso>).

Common Scientific Outline (CSO)

Biology

- 1.1 Normal functioning
- 1.2 Cancer initiation: alterations in chromosomes
- 1.3 Cancer initiation: oncogenes and tumour suppressor genes
- 1.4 Cancer progression and metastasis
- 1.5 Resources and infrastructure

Etiology

- 2.1 Exogenous factors in the origin and cause of cancer
- 2.2 Endogenous factors in the origin and cause of cancer
- 2.3 Interactions of genes and/or genetic polymorphisms with exogenous and/or endogenous factors
- 2.4 Resources and infrastructure related to etiology

Prevention

- 3.1 Interventions to prevent cancer: personal behaviors (non-dietary) that affect cancer risk
- 3.2 Dietary interventions to reduce cancer risk and nutritional science in cancer prevention
- 3.3 Chemoprevention and other medical interventions
- 3.4 Vaccines
- 3.5 Complementary and alternative prevention approaches
- 3.6 Resources and infrastructure related to prevention

Early Detection, Diagnosis and Prognosis

- 4.1 Technology development and/or marker discovery
- 4.2 Technology and/or marker evaluation with respect to fundamental parameters of method
- 4.3 Technology and/or marker testing in a clinical setting
- 4.4 Resources and infrastructure related to detection, diagnosis and prognosis

Treatment

- 5.1 Localized therapies – discovery and development
- 5.2 Localized therapies – clinical applications

- 5.3 Systemic therapies – discovery and development
- 5.4 Systemic therapies – clinical applications
- 5.5 Combinations of localized and systemic therapies
- 5.6 Complementary and alternative treatment approaches
- 5.7 Resources and infrastructure related to treatment and the prevention of recurrence

Cancer Control, Survivorship and Outcomes Research

- 6.1 Patient care and survivorship issues
- 6.2 Surveillance
- 6.3 Population-based behavioral factors
- 6.4 Health services, economic and health policy analyses
- 6.5 Education and communication research
- 6.6 End-of-life care
- 6.7 Research on ethics and confidentiality
- 6.8 Historical code - no longer used
- 6.9 Resources and infrastructure related to cancer control, survivorship and outcomes research

SAMPLE

Release form

35. Release form

The CCS depends on donor dollars to fund its grants. Applicants must declare their willingness to allow CCS to provide minimal details of their grant to potential donors/partners. For successful investigators, the grantee must declare their understanding that CCS will post competition results (PI, HI, title, value of grant, lay summary) on our website and potentially include a lay summary of the progress and impact of the research in our reports to donors/the public, press releases, social media or other communications.

On condition that:

- the specified information will be shared by CCS only with potential donors/partners and for the sole purpose of obtaining additional funding for CCS's grant competitions.
 - potential donors/partners will be required to declare conflict of interest, and sign a confidentiality agreement before the specified information is released to them by CCS.
 - it will be held confidential by them and not released to other parties, and will be returned to CCS or destroyed if the decision is not to fund.
 - all information released may be retained by the potential donors/partners if it decides to fund the application, and may be used by the donor/partner in its funding announcements and other communications.
- I acknowledge the sharing of the information specified with potential donors/partners and if successful in the competition, CCS will announce the grant and may publish research impacts (described above).

SAMPLE

Head of Department

36. Head of Department/Dean confirmation

This section can only be completed by the Head of the applicant's research department. If the project is to be carried out by the Head of the Department the application must instead be confirmed by the Dean. As the Head of Department/Dean your online acknowledgement indicates that you are aware of the contents of the application being submitted. Answer the question below, then click on Save to complete your confirmation.

I confirm that I am aware of the contents of the application being submitted.

Yes No

Name of the Head of Department or Dean

Title

Research Institution

Financial Institution

Date

SAMPLE

Executive authority - research host

37. Executive authority of the host research institution

This section can only be completed by an executive authority of the host Institution within which the research will be conducted. As the Executive Authority your online acknowledgement indicates that you have read and understood the Terms of the Host Institution/CCS Agreement. Answer the question below, then click on Save to complete your confirmation.

I confirm that I have read and understood the Host Institution / CCS Agreement and agree to abide by the terms. Yes No

Name of the Executive Authority - research host

Title

Research Institution

Financial Institution

Date

SAMPLE

Executive authority - financial host

38. Executive authority of the host finance institution

This section can only be completed by an executive authority of the Institution within which the funds will be administered. As the Executive Authority your online acknowledgement indicates that you have read and understood the Terms of the Host Institution/CCS Agreement. Answer the question below, then click on Save to complete your confirmation.

I confirm that I have read and understood the Host Institution / CCS Agreement, and agree to abide by the terms. Yes No

Name of the Executive Authority - financial host

Title

Research Institution

Financial Institution

Date

SAMPLE

Post submission publications

39. Post submission publications

Publication lists included in this section prior to submission will be removed. This section should only be used after you have submitted your application. Attach a PDF document of your acceptance e-mail/letter for newly accepted publications. You may update this attachment at any time after you've submitted your application, up until the panel meeting. NOTE: For the file name, use the following format [lastname_firstname_publications_yyyymmdd], where yyyymmdd is the current date.

SAMPLE