

## I. OVERVIEW OF THE FUNDING OPPORTUNITY

Program Announcement for the Department of Defense

Defense Health Program

Congressionally Directed Medical Research Programs

Ovarian Cancer Research Program

Ovarian Cancer Academy - Leadership Award

Announcement Type: Initial

Funding Opportunity Number: HT942524OCRPOCA-LA

Assistance Listing Number: 12.420 Military Medical  
Research and Development

### SUBMISSION AND REVIEW DATES AND TIMES

- **Pre-Application (Letter of Intent) Submission Deadline:** 5:00 p.m. Eastern time (ET), June XX, 2024
- **Application Submission Deadline:** 11:59 p.m. ET, August XX, 2024
- **End of Application Verification Period:** 5:00 p.m. ET, August XX, 2024
- **Peer Review:** October 2024
- **Programmatic Review:** December 2024

Commented [MMMCUC(1)]: DATES TBD

*This program announcement must be read in conjunction with the General Application Instructions, version 901. The General Application Instructions document is available for downloading from the Grants.gov funding opportunity announcement by selecting the "Package" tab, clicking "Preview," and then selecting "Download Instructions."*

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## II. DETAILED INFORMATION ABOUT THE FUNDING OPPORTUNITY

### II.A. Program Description

The U.S. Army Medical Research Acquisition Activity (USAMRAA) is soliciting applications to the fiscal year 2024 (FY24) Ovarian Cancer Research Program (OCRP) using delegated authority provided by United States Code, Title 10, Section 4001 (10 USC 4001). The Congressionally Directed Medical Research Programs (CDMRP) at the U.S. Army Medical Research and Development Command (USAMRDC) is the program management agent for this funding opportunity. Congress initiated the OCRP in FY97 to provide support for research of high potential impact and exceptional scientific merit. Appropriations for the OCRP from FY97 through FY23 totaled \$496.45 million (M). The FY24 appropriation is \$45M.

The mission of the OCRP is to support patient-centered research to prevent, detect, treat, and cure ovarian cancer to enhance the well-being of Service Members, Veterans, retirees, their family members, and all women impacted by this disease.

### II.B. Award Information

The OCRP seeks to advance ovarian cancer research through development of early-career investigators. The OCRP Ovarian Cancer Academy (OCA) is a unique, interactive environment providing intensive mentoring, national networking, collaborations, and a peer group for junior faculty to move ovarian cancer research into a new frontier. ***The overarching goal of the OCA is to develop successful, highly productive ovarian cancer researchers in a collaborative research and career development environment to enhance quality and expand quantity of the ovarian cancer research field.***

The OCA mechanism was initially offered in FY09. The OCA is currently comprised of 15 Early-Career Investigator (ECI)/Designated Mentor pairs from different institutions, as well as one Academy Dean and one Assistant Dean. The OCA has supported an additional 21 ECIs since inception.

This FY24 Funding Opportunity is soliciting applications for an Academy Dean and Assistant Dean to lead the ongoing OCA. The Academy Dean and Assistant Dean catalyze the growth and professional development of the ECIs in collaboration with their Designated Mentors, assess the progress of the ECIs, and facilitate communication and collaboration among all of the Academy members. The Academy Dean and Assistant Dean (referred to as Academy Leadership) must be established ovarian cancer researchers and can be at different institutions. Designated Mentors on FY24 Ovarian Cancer Academy – Early-Career Investigator Award applications and current Designated Mentors of Ovarian Cancer Academy – Early-Career Award Investigators (with the exception of those graduating in 2024) are **not** eligible to apply for this award. The Academy Leadership must demonstrate a strong record of mentoring and training junior investigators, a commitment to leadership, and the ability to objectively assess the progress of all of the ECIs in the OCA.

Responsibilities of the Academy Leadership include, but are not limited to:

- Act as a resource for all ECIs and Designated Mentors in the Academy over the 5-year period of performance as Academy Leadership.
- Facilitate communication and collaboration among all of the ECIs and Designated Mentors (including periodic interactive communication among all Academy members).
- Develop assessment criteria to evaluate the research progress made by all of the ECIs, as well as their career progression and sustainment as independent investigators in ovarian cancer research.
- Conduct collaborative ovarian cancer pilot research project(s) that include Academy ECIs. These pilot projects should have the potential to improve collaboration within the Academy, as well as impact ovarian cancer research and/or ovarian cancer patients/survivors.
- Provide constructive critiques with the goal of advancing the research and professional careers of the ECIs and strengthening the mentorship of the Designated Mentors.
- Provide avenues to increase the visibility of ECIs within the ovarian cancer research and advocacy communities (e.g., peer review, conferences, editorial boards).
- Support the professional development to include lab management skills, of the ECIs into leading researchers through invited presentations by experts outside of the OCA.
- Plan and host an annual 1-day workshop and biennially, a multi-day workshop for all ECI/Designated Mentor pairs as well as Academy graduates to present their research, share knowledge, and develop collaborative efforts within the OCA.
- Invite and financially support the travel for OCA graduates to attend the annual meetings, including them as speakers and participants.
- Assemble an Advisory Board to the Academy to include Academy alumni.

***The Ovarian Cancer Academy Dean and Assistant Dean (Leadership) Award is structured to support two Principal Investigators (PIs).*** The Academy Dean will be identified as the Initiating PI and will be responsible for the majority of the administrative tasks associated with application submission. The Assistant Dean will be identified as the Partnering PI. The collaboration between the Academy Dean and the Assistant Dean should be supported by complementary expertise and experience. Initiating and Partnering PIs each have different submission requirements, as described in [Section II.D.2, Content and Form of the Application Submission](#); however, both PIs should contribute significantly to the development of the proposed research project. The application should clearly demonstrate that both PIs have equal levels of input on the proposed Academy Leadership and clearly define the components to be addressed by each to continue the success of ECIs. While it is up to the Academy Dean and the Assistant Dean to define their roles, both Academy Leaders should have interactions with the ECIs; acting as administrative support does not fulfill the intent of the Assistant Dean. If recommended for funding, each PI will be named on separate awards to the recipient

organization(s). Each award will be subject to separate reporting, regulatory, and administrative requirements. For individual submission requirements for the Initiating and Partnering PI, refer to [Section II.D.2, Content and Form of the Application Submission](#).

A congressionally mandated Metastatic Cancer Task Force was formed with the purpose of identifying ways to help accelerate clinical and translational research aimed at extending the lives of advanced stage and recurrent patients. As a member of the Metastatic Cancer Task Force, the CDMRP encourages applicants to review the recommendations (<https://health.mil/Reference-Center/Congressional-Testimonies/2018/05/03/Metastatic-Cancer-Research>) and submit research ideas to address these recommendations, provided they are within the limitations of this funding opportunity and fit within the FY24 OCRP priorities.

Innovative research involving nuclear medicine and related techniques to support early diagnosis, more effective treatment, and improved health outcomes of active-duty Service Members and their Families is encouraged. Such research could improve diagnostic and targeted treatment capabilities through noninvasive techniques and may drive the development of precision imaging and advanced targeted therapies.

***The proposed research must be relevant to active-duty Service Members, Veterans, military beneficiaries, and/or the American public.*** Collaborations between researchers at military or Veteran institutions and non-military institutions are strongly encouraged. These relationships can leverage knowledge, infrastructure, and access to unique clinical populations that the partners bring to the research effort, ultimately advancing cancer research that is of significance to the Warfighter, military Families, and the American public.

Clinical trials are not allowed under this funding opportunity. As stated in Section II.H.2.c, Withdrawal, applications including a clinical trial as any part of the application may be administratively withdrawn. ***A clinical trial is defined*** in the Code of Federal Regulations, Title 45, Part 46.102 (45 CFR 46.102) as a research study in which one or more human subjects are prospectively assigned to one or more interventions (which may include a placebo or another control) to evaluate the effects of the interventions on biomedical or behavioral health-related outcomes.

***Studies that do not seek to measure safety, effectiveness, and/or efficacy outcome(s) of an intervention are not considered clinical trials.***

***For the purposes of this funding opportunity, research that meets the definition of a clinical trial is distinct from clinical research.*** ***Clinical research*** encompasses research with human data, human specimens, and/or interaction with human subjects. Clinical research is observational in nature and includes:

- (1) Research conducted with human subjects and/or material of human origin such as data, specimens, and cognitive phenomena for which an investigator (or co-investigator) does ***not*** seek to assess the safety, effectiveness, and/or efficacy outcomes of an intervention. Research meeting this definition may include but is not limited to: (a) mechanisms of human disease, (b) diagnostic or detection studies (e.g., biomarker or imaging), (c) health disparity studies, and (d) development of new technologies.

- (2) Epidemiologic and behavioral studies that do **not** seek to assess the safety, effectiveness, and/or efficacy outcomes of an intervention.
- (3) Outcomes research and health services research that do not fit under the definition of clinical trial.

Excluded from the definition of clinical research are in vitro studies that utilize human data or specimens that cannot be linked to a living individual and meet the requirements for exemption under [§46.104\(d\)\(4\) of the Common Rule](#).

The funding instrument for awards made under the program announcement will be grants (31 USC 6304).

The anticipated direct costs budgeted for the entire period of performance for an FY24 Ovarian Cancer Academy - Leadership Award should not exceed **\$1.75M**. Refer to [Section II.D.5, Funding Restrictions](#), for detailed funding information.

Awards supported with FY24 funds will be made no later than September 30, 2025.

*The CDMRP expects to allot approximately \$2.80M to fund approximately one Ovarian Cancer Academy - Leadership Award application. Funding of applications received is contingent upon the availability of federal funds for this program, the number of applications received, the quality and merit of the applications as evaluated by peer and programmatic review, and the requirements of the government. Funds to be obligated on any award resulting from this funding opportunity will be available for use for a limited time period based on the fiscal year of the funds. It is anticipated that awards made from this FY24 funding opportunity will be funded with FY24 funds, which will expire for use on September 30, 2030.*

## **II.C. Eligibility Information**

### **II.C.1. Eligible Applicants**

**II.C.1.a. Organization:** Extramural and Intramural organizations are eligible to apply, including foreign or domestic organizations, for-profit and non-profit organizations, and public entities.

**Extramural Organization:** An eligible non-Department of Defense (DOD) organization. Examples of extramural organizations include academic institutions, biotechnology companies, foundations, federal government organizations other than the DOD (i.e., intragovernmental organizations), and research institutes.

**Intramural DOD Organization:** Refers specifically to DOD organizations including DOD laboratories, DOD military treatment facilities, and/or DOD activities embedded within a civilian medical center.

Awards are made to eligible *organizations*, not to individuals. Refer to the General Application Instructions, Appendix 1, for additional recipient qualification requirements.

#### **II.C.1.b. Principal Investigator**

Academy Dean and Assistant Dean:

- Must be an independent, established ovarian cancer researcher.
- Must have ovarian cancer research funding (past and present).
- Must have a record of ovarian cancer publications in peer-reviewed journals.

An eligible PI, regardless of ethnicity, nationality, or citizenship status, must be employed by or affiliated with an eligible organization.

#### **II.C.2. Cost Sharing**

Cost sharing/matching is not an eligibility requirement.

#### **II.C.3. Other**

Organizations must be able to access **.gov** and **.mil** websites to fulfill the financial and technical deliverable requirements of the award and submit invoices for payment.

Refer to [Section II.H.2, Administrative Actions](#), for a list of administrative actions that may be taken if a pre-application or full application does not meet the administrative, eligibility, or ethical requirements defined in this program announcement.

### **II.D. Application and Submission Information**

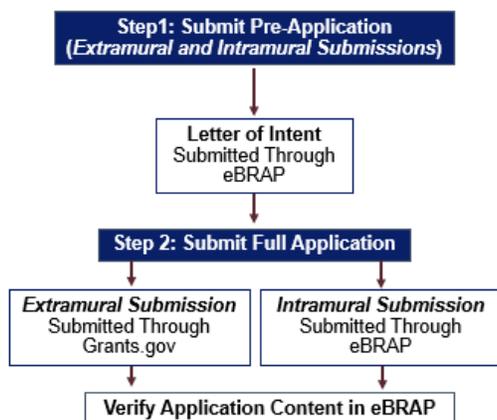
#### **II.D.1. Location of Application Package**

Submission is a two-step process requiring both a *pre-application* submitted via the Electronic Biomedical Research Application Portal (eBRAP.org) and a *full application* (eBRAP.org or Grants.gov). Depending on the type of submission (i.e., extramural vs. intramural), certain aspects of the submission process will differ.

The CDMRP uses two portal systems to accept pre- and full application submissions.

**eBRAP** (<https://ebrap.org>) is a secure web-based system that allows PIs and/or organizational representatives from both extra- and intramural organizations to receive communications from the CDMRP and submit their pre-applications. Additionally, eBRAP allows extramural applicants to view and verify full applications submitted to Grants.gov and allows intramural DOD applicants to submit and verify full applications following their pre-application submission.

**Grants.gov** (<https://grants.gov>) is a federal system that must be used by funding agencies to announce extramural grant applications. Full applications for CDMRP funding opportunities can only be submitted to Grants.gov after submission of a pre-application through eBRAP.



**Extramural Submission:** An application submitted by an [extramural organization](#) for an extramural or intramural PI working within an extramural or intramural organization. For example, a research foundation submitting an application for a DOD employee working within a DOD organization would be considered an extramural submission and should follow instructions specific to extramural submissions.) Download application package components for HT942524OCRPOCALA from Grants.gov (<https://grants.gov>). Full applications from extramural organizations **must** be submitted through Grants.gov.

**Intramural Submission:** An application submitted by an [intramural DOD organization](#) for an investigator employed by that organization. Intramural DOD organizations may submit full applications to either eBRAP or Grants.gov. Download application package components for HT942524OCRPOCALA from the anticipated submission portal eBRAP (<https://ebrap.org>) or Grants.gov.

The submission process should be started early to avoid missing deadlines. Regardless of submission type or portal used, all pre- and full application components must be submitted by the deadlines stipulated on the first page of this program announcement. There are no grace periods for deadlines; failure to meet submission deadlines will result in application rejection. ***The USAMRAA cannot make allowances/exceptions for submission problems encountered by the applicant organization using system-to-system interfaces with Grants.gov.***

#### **II.D.2. Content and Form of the Application Submission**

***Submitting applications that propose essentially the same research project to different funding opportunities within the same program and fiscal year is prohibited and will result in administrative withdrawal of the duplicative application(s).***

Unnecessary duplication of funding or accepting funding from more than one source for the same research is prohibited. See the CDMRP's full position on research duplication at <https://cdmrp.health.mil/funding/researchDup>.

Including classified research data within the application and/or proposing research that may produce classified outcomes, or outcomes deemed sensitive to national security concerns, may result in application withdrawal. Refer to the General Application Instructions, Appendix 7, Section B.

FY24 OCRP Programmatic Panel members should not be involved in any pre-application or full application. For questions related to panel members and pre-applications or applications, refer to [Section II.H.2.c, Withdrawal](#), or contact the eBRAP Help Desk at [help@eBRAP.org](mailto:help@eBRAP.org) or 301-682-5507.

#### **II.D.2.a. Step 1: Pre-Application Submission**

Regardless of submission type (i.e., extramural or intramural), all pre-application components must be submitted by the PI through eBRAP.

During the pre-application process, eBRAP assigns each submission a unique log number. This unique log number is required during the full application submission process. The eBRAP log number, application title, and all information for the PI, Business Official(s), performing organization, and contracting organization must be consistent throughout the entire pre-application and full application submission process. Inconsistencies may delay application processing and limit or negate the ability to view, modify, and verify the application in eBRAP. If any changes need to be made, the applicant should contact the eBRAP Help Desk at [help@eBRAP.org](mailto:help@eBRAP.org) or 301-682-5507 prior to the application submission deadline.

##### **II.D.2.a.i. Pre-Application Components**

Pre-application submissions must include the following components (refer to the General Application Instructions, Section III.B, for detailed instructions regarding pre-application submission):

- **Letter of Intent (LOI) (one-page limit):** Provide a brief description of the research to be conducted. Include the topic area under which the application will be submitted.

LOIs are used for program planning purposes only (e.g., reviewer recruitment) and will not be reviewed during either the peer or programmatic review. *An invitation to submit a full application is NOT provided after LOI submission. Applicants are encouraged to develop pre-application and full application components concurrently and submit a full application AFTER successful submission of the pre-application.*

## **II.D.2.b. Step 2: Full Application Submission**

### **II.D.2.b.i. Full Application Submission Type**

**Extramural Submissions:** Full applications from extramural organizations *must* be submitted through Grants.gov Workspace. Full applications from extramural organizations, including non-DOD federal organizations, received through eBRAP will be withdrawn. Refer to the General Application Instructions, Section IV, for considerations and detailed instructions regarding extramural full application submission.

**Intramural Submissions:** Intramural DOD organizations may submit full applications through either eBRAP or Grants.gov. There is no preference from the CMDRP for which submission portal is utilized; submission through one portal or the other does not provide the application any advantage during the review process. Intramural DOD organizations that choose to submit through Grants.gov should follow Extramural Submission instructions. Intramural DOD organizations that are unable to submit through Grants.gov should submit through eBRAP. For the remainder of this program announcement, it will be assumed intramural DOD submissions will proceed through eBRAP. Refer to the General Application Instructions, Section V, for considerations and detailed instructions regarding intramural DOD full application submission.

### **II.D.2.b.ii. Full Application Submission Components for the Initiating PI**

Each application submission must include the completed full application package for this program announcement. See [Section II.H.3](#) of this program announcement for a checklist of the required application components.

- **SF424 Research & Related Application for Federal Assistance Form (*Extramural Submissions Only*):** Refer to the General Application Instructions, Section IV.B, for detailed information.
- **Attachments:**

Each attachment to the full application components must be uploaded as an individual file in the format specified and in accordance with the formatting guidelines listed in the General Application Instructions, Appendix 2.

- **Attachment 1: Project Narrative (18-page limit): Upload as “ProjectNarrative.pdf”.** The page limit of the Project Narrative applies to text and non-text elements (e.g., figures, tables, graphs, photographs, diagrams, chemical structures, drawings) used to describe the project. Inclusion of URLs (uniform resource locators) that provide additional information that expands the Project Narrative and could confer an unfair competitive advantage is prohibited and may result in administrative withdrawal of the application.

Describe the proposed project in detail using the outline below.

- **Vision:** Describe the Academy Leadership’s (Academy Dean and Assistant Dean) vision of the continued OCA and how it will serve as a non-traditional, non-

conventional training platform, including intensive mentoring and networking for the ECIs in a virtual environment. Describe the roadmap as to how the Academy will develop highly productive ovarian cancer researchers who will be recognized as leading researchers through a collaborative and interactive research training environment within the 4-year period of performance.

- **Background and Experience:** Describe the Academy Leadership’s background and experience as established ovarian cancer researchers. Describe the record of mentoring and training junior investigators and how this mentorship contributed significantly to the junior investigators’ careers. Explain how the complementary experience of both candidates contributes to the ideal leadership of the Academy.
- **Management of the Academy:** Clearly define the roles that will be filled by the Academy Dean and Assistant Dean in leading the OCA. Describe how the Academy Leadership will facilitate communication and collaboration among all of the ECIs and their Designated Mentors (including periodic virtual interactive meetings and annual and biennial in-person workshops), as well as the ovarian cancer research and advocacy communities. Describe how the Academy alumni will be integrated into the Academy. Explain how the Academy Leadership will develop and communicate the criteria that will be used to evaluate the research progress made by all of the ECIs, as well as their career progression and sustainment as independent investigators in ovarian cancer research. Identify measurable outcomes for the ECIs that are expected to be achieved by the end of the 4-year period of performance and how they will contribute to the professional development of the Academy members. Explain how the Academy Leadership will help the ECIs overcome the barriers in initiating and sustaining a career in ovarian cancer research (e.g., grant writing, research and laboratory management, publications, professional networking, and committee memberships).
- **Commitment to the Ovarian Cancer Academy:** Describe the Academy Leadership’s commitment to leading the OCA, and to the success of this unique, interactive virtual academy in providing collaborative mentoring of ECIs with the goal of developing sustainable, independent careers as leaders in ovarian cancer research at their institutions, nationally, and internationally.
- **Research Projects:** Describe a minimum of two pilot research projects that will be conducted in a collaborative effort by the Academy Leadership and ECIs. Describe the scientific rationale in support of the specific aims for the pilot projects. Projects must align to the mission of the OCRP and should have the potential to improve understanding of ovarian cancer. **These research projects may not support a clinical trial** (may support clinical research). Address potential problem areas and present alternative methods and approaches.
- **Attachment 2: Supporting Documentation: Combine and upload as a single file named “Support.pdf”.** Start each document on a new page. The Supporting Documentation attachment should not include additional information such as figures,

tables, graphs, photographs, diagrams, chemical structures, or drawings. These items should be included in the Project Narrative.

***There are no page limits for any of these components unless otherwise noted. Include only those components described below; inclusion of items not requested or viewed as an extension of the Project Narrative will result in the removal of those items or may result in administrative withdrawal of the application.***

- **References Cited:** List the references cited (including URLs, if available) in the Project Narrative using a standard reference format.
- **List of Abbreviations, Acronyms, and Symbols:** Provide a list of abbreviations, acronyms, and symbols.
- **Facilities, Existing Equipment, and Other Resources:** Describe the facilities and equipment available for performance of the proposed project and any additional facilities or equipment proposed for acquisition at no cost to the award. Indicate whether government-furnished facilities or equipment are proposed for use. If so, reference should be made to the original or present government award under which the facilities or equipment items are now accountable. There is no form for this information.
- **Publications and/or Patents:** Include a list of relevant publication URLs and/or patent abstracts. If articles are not publicly available, then copies of up to five published manuscripts may be included in Attachment 2. Extra items will not be reviewed.
- **Letters of Organizational Support:** Provide a letter (or letters, if applicable) signed by the Department Chair or appropriate organization official, confirming the laboratory space, equipment, and other resources available for the project. Letters of support not requested in the program announcement, such as those from members of Congress, do not impact application review or funding decisions.
- **Letters of Collaboration (if applicable):** Provide a signed letter from each collaborating individual and/or organization demonstrating that the PI has the support and resources necessary for the proposed work. If an investigator at an intramural DOD organization is named as a collaborator on a full application submitted through an extramural organization, the application must include a letter from the collaborator’s Commander or Commanding Officer at the intramural DOD organization authorizing the collaborator’s involvement.
- **Intellectual Property:** Information can be found in the 2 CFR 200.315, “Intangible Property.”
  - **Intellectual and Material Property Plan (if applicable):** Provide a plan for resolving intellectual and material property issues among participating organizations

- **DOD Data Management Plan (two-page limit is recommended):** Describe the data management plan in accordance with Section 3.c, Enclosure 3, [DoD Instructions 3200.12](#). *Do not duplicate the Data and Research Resources Sharing Plan.* Refer to General Application Instructions, Section IV.B, Attachments Form, Attachment: Supporting Documentation, for detailed information regarding Data Management Plan content.
- **Data and Research Resources Sharing Plan:** Describe the type of data or research resource to be made publicly available as a result of the proposed work. Describe how data and resources generated during the performance of the project will be shared with the research community. Include the name of the repository(ies) where scientific data and resources arising from the project will be archived, if applicable. If a public repository will not be used for data or resource sharing, provide justification. Provide a milestone plan for data/results dissemination including when data and resources will be made available to other users, including dissemination activities with a particular focus on feeding back the data to affected communities and/or research participants. Refer to the CDMRP’s Policy on Data & Resource Sharing located on the eBRAP “Funding Opportunities & Forms” web page <https://ebrap.org/eBRAP/public/Program.htm> for more information about the CDMRP’s expectations for making data and research resources publicly available.
- **Inclusion Enrollment Plan (only required if clinical research and/or a clinical trial is proposed):** Provide an anticipated enrollment table(s) for the inclusion of minorities using the Public Health Service (PHS) Inclusion Enrollment Report, a three-page fillable PDF form, that can be downloaded from eBRAP at <https://ebrap.org/eBRAP/public/Program.htm>. The enrollment table(s) should be appropriate to the objectives of the study with the proposed enrollment distributed on the basis of race and ethnicity. Studies utilizing human biospecimens or datasets that cannot be linked to a specific individual, gender, ethnicity, or race (typically classified as exempt from IRB review) are exempt from this requirement.
- **Use of DOD Resources (if applicable):** Provide a letter of support signed by the lowest-ranking person with approval authority confirming access to active-duty military populations and/or DOD resources or databases.
 

**Use of U.S. Department of Veterans Affairs (VA) Resources (if applicable):**  
Provide a letter of support signed by the VA Facility Director(s) or individual designated by the VA Facility Director(s), such as the Associate Chief of Staff for Research and Development (ACOS/R&D) or Clinical Service Chief, confirming access to VA patients, resources, and/or VA research space. If the VA-affiliated non-profit corporation is not identified as the applicant organization for administering the funds, include a letter from the VA ACOS/R&D confirming this arrangement and identifying the institution that will administer the funds associated with the proposed research.
- **Attachment 3: Technical Abstract (one-page limit):** Upload as “TechAbs.pdf”. The technical abstract is used by all reviewers. *Abstracts of all funded research projects will*

***be posted publicly.*** Use only characters available on a standard QWERTY keyboard. Spell out all Greek letters, other non-English letters, and symbols. Graphics are not allowed.

Technical abstracts should be written using the outline below. Clarity and completeness within the space limits are highly important.

– **Academy Leadership Plan**

As Academy Leadership, describe your vision for the successful continuation of the Academy as a non-traditional, non-conventional training platform in which the ECIs will develop partnerships, collaboration, and career growth to ensure their dedication and productivity as leading ovarian cancer researchers.

– **Research Plan**

- Present the ideas and reasoning behind the proposed work.
  - Hypothesis: State hypothesis to be tested. Provide supporting evidence or rationale.
  - Specific Aims: State the specific aims of the study.
  - Study Design: Briefly describe the study design, including appropriate controls.
  - Impact: Describe how the proposed research will make an important contribution toward the goal of eliminating ovarian cancer.
- **Attachment 4: Lay Abstract (one-page limit): Upload as “LayAbs.pdf”.** The lay abstract is used by all reviewers and addresses issues of particular interest to the affected community. ***Abstracts of all funded research projects will be posted publicly.*** Use only characters available on a standard QWERTY keyboard. Spell out all Greek letters, other non-English letters, and symbols. Graphics are not allowed. ***Do not duplicate the technical abstract.***

Not required at time of submission. Leave Attachment 4 space blank.

- **Attachment 5: Statement of Work (SOW) (three-page limit): Upload as “SOW.pdf”.** Refer to the eBRAP “Funding Opportunities & Forms” web page (<https://ebrap.org/eBRAP/public/Program.htm>) for the suggested SOW format and recommended strategies for assembling the SOW.

***Each PI must submit an identical copy of a jointly created SOW. The specific contributions of the Initiating PI and the Partnering PI should be clearly noted for each task.***

For the Ovarian Cancer Academy – Leadership Award, refer to the “Example: Assembling a Generic Statement of Work” for guidance on preparing the SOW. Use the

“Suggested SOW Format” to develop the SOW for the proposed research. Submit as a PDF.

Applications that involve recruitment of human subjects must indicate the quarterly enrollment targets across all sites in Attachment 5: Statement of Work. Successful applicants will work with USAMRAA to establish milestones for human subjects recruitment. Continued support for the project will be based upon satisfactory progress in meeting the established milestones.

- **Attachment 6: Sample Agenda (two-page limit): Upload as “SampleAgenda.pdf”.** Provide a sample agenda for the first annual workshop to be led by the FY24 Academy Leadership. Explain how the format for the workshop is designed to stimulate the professional growth of the ECIs in both leadership and research skills.
- **Attachment 7: Representations (Extramural Submissions Only): Upload as “RequiredReps.pdf”.** All extramural applicants must complete and submit the Required Representations template available on eBRAP (<https://ebrap.org/eBRAP/public/Program.htm>). For more information, see the General Application Instructions, Appendix 8, Section B, Representations.
- **Attachment 8: Suggested Intragovernmental/Intramural Budget Form (if applicable): Upload as “IGBudget.pdf”.** If an [intramural DOD organization](#) will be a collaborator in performance of the project, complete a separate budget using the “Suggested Intragovernmental/Intramural Budget Form”, available for download on the eBRAP “Funding Opportunities & Forms” web page (<https://ebrap.org/eBRAP/public/Program.htm>). The budget should cover the entire period of performance for each intramural DOD site and include a budget justification as instructed. The *total* costs per year for each subaward (direct and indirect costs) should be included on the Grants.gov Research & Related Budget Form under subaward costs. Refer to the General Application Instructions, Section V.A.(e), for additional information and considerations
- **Research & Related Personal Data:** For extramural submissions refer to the General Application Instructions, Section IV.B.(c), and for intramural submissions refer to the General Application Instructions, Section V.A.(c), for detailed instructions.
- **Research & Related Senior/Key Person Profile (Expanded):** For extramural submissions refer to the General Application Instructions, Section IV.B.(d), and for intramural submissions refer to the General Application Instructions, Section V.A.(d), for detailed instructions.
  - **PI Biographical Sketch (five-page limit):** Upload as “Biosketch\_LastName.pdf”.
  - **PI Previous/Current/Pending Support (no page limit):** Upload as “Support\_LastName.pdf”.

- **Key Personnel Biographical Sketches (five-page limit each):** Upload as “Biosketch\_LastName.pdf”.
- **Key Personnel Previous/Current/Pending Support (no page limit):** Upload as “Support\_LastName.pdf”.
- **Research & Related Budget:** For extramural submissions refer to the General Application Instructions, Section IV.B.(e), and for intramural submissions refer to the General Application Instructions, Section V.A.(e), for detailed instructions.

**Budget Justification (no page limit):** For extramural submissions refer to the General Application Instructions, Section IV.B.(e), Section L, for instructions. For intramural submissions, refer to General Application Instructions, Section V.A.(e) Budget Justification Instructions.

*Initiating and Partnering PIs must have a separate budget and justification specific to their distinct portions of the effort that the applicant organization will submit as separate Grants.gov or eBRAP application packages. The Initiating PI should not include budget information for Partnering PI(s) even if they are located within the same organization. Refer to [Section II.D.5, Funding Restrictions](#), for detailed information.*

- **Project/Performance Site Location(s) Form:** For extramural submissions refer to the General Application Instructions, Section IV.B.(f), and for intramural submissions refer to the General Application Instructions, Section V.A.(f), for detailed instructions.
- **Research & Related Subaward Budget Attachment(s) Form (if applicable, Extramural Submissions Only):** Refer to the General Application Instructions, Section IV.B.(g), for detailed instructions.
  - **Extramural Subaward:** Complete the Research & Related Subaward Budget Form and upload through Grants.gov.
  - **Intramural DOD Subaward:** Complete a separate “[Suggested Intragovernmental/Intramural Budget Form](#)” for each intramural DOD subaward and upload as a single document titled **IGBudget.pdf** to Grants.gov as Attachment 8.

#### **II.D.2.b.iii. Full Application Submission Components for the Partnering PI**

The application submission process for the Partnering PI uses an abbreviated full application package. Refer to the equivalent attachment above for details specific to each of the following application components.

- **SF424 Research & Related Application for Federal Assistance Form (Extramural Submissions Only):** Refer to the General Application Instructions, Section IV.B.(a) for detailed information.

- **Attachments:**
  - **Attachment 5: Statement of Work (three-page limit): Upload as “SOW.pdf”.** Each PI must submit an identical copy of a jointly created SOW.
  - **Attachment 7: Representations (*Extramural submissions only*): Upload as “RequiredReps.pdf”.**
  - **Attachment 8: Suggested Intragovernmental/Intramural Budget Form: Upload as “IGBudget.pdf”.**
- **Research & Related Personal Data:** For extramural submissions (via Grants.gov) refer to the General Application Instructions, Section IV.B.(c), and for intramural submissions (via eBRAP), refer to the General Application Instructions, Section V.A.(c), for detailed information.
- **Research & Related Senior/Key Person Profile (Expanded):** For extramural submissions (via Grants.gov), refer to the General Application Instructions, Section IV.B.(d), and for intramural submissions (via eBRAP), refer to the General Application Instructions, Section V.A.(d), for detailed information.
  - **PI Biographical Sketch (five-page limit):** Upload as “Biosketch\_LastName.pdf”.
  - **PI Previous/Current/Pending Support (no page limit):** Upload as “Support\_LastName.pdf”.
  - **Key Personnel Biographical Sketches (five-page limit each):** Upload as “Biosketch\_LastName.pdf”.
  - **Key Personnel Previous/Current/Pending Support (no page limit):** Upload as “Support\_LastName.pdf”.
- **Research & Related Budget:** For extramural submissions, refer to the General Application Instructions, Section IV.B.(e), and for intramural submissions, refer to the General Application Instructions, Section V.A.(e), for detailed information.
  - **Budget Justification (no page limit):** Upload as “BudgetJustification.pdf”.

*The initiating and Partnering PI must each submit a budget and justification specific to their own portion of the efforts as part of their separate Grants.gov or eBRAP application packages. The Research & Related Budget for the Partnering PI should not include budget information for the Initiating PI, even if they are located within the same organization. Refer to [Section II.D.5, Funding Restrictions](#), for detailed information.*
- **Project/Performance Site Location(s) Form:** For extramural submissions refer to the General Application Instructions, Section IV.B.(f), and for intramural submissions (via eBRAP), refer to General Application Instructions, Section V.A.(f), for detailed information.

- **Research & Related Subaward Budget Attachment(s) Form (if applicable, Extramural Submissions Only):** Refer to the General Application Instructions, Section IV.B.(g), for detailed information.
  - **Extramural Subaward:** Complete the Research & Related Subaward Budget Form through Grants.gov.
  - **Intramural DOD Subaward:** Complete the “Suggested Intragovernmental/Intramural Budget Form” for each intramural DOD subaward and upload as a single document titled IGBudget.pdf to Grants.gov as [Attachment 8](#).

### **II.D.2.c. Applicant Verification of Full Application Submission in eBRAP**

Independent of submission type, once the full application is submitted it is transmitted to and processed in eBRAP. At this stage, the PI and organizational representatives will receive an email from eBRAP instructing them to log into eBRAP to review, modify, and verify the full application submission. Verification is strongly recommended but not required. eBRAP will validate full application files against the specific program announcement requirements, and discrepancies will be noted in the “Full Application Files” tab in eBRAP. However, eBRAP does not confirm the accuracy of file content. It is the applicant’s responsibility to review all application components and ensure proper ordering as specified in the program announcement. ***The Project Narrative and Research & Related Budget Form cannot be changed after the application submission deadline. If either the Project Narrative or the budget fails eBRAP validation or needs to be modified, an updated full application package must be submitted prior to the full application submission deadline.*** Other application components, including subaward budget(s) and subaward budget justification(s), may be changed until the end of the [application verification period](#). The full application cannot be modified once the application verification period ends.

### **II.D.3. Unique Entity Identifier (UEI) and System for Award Management (SAM)**

The applicant organization must be registered as an entity in SAM (<https://www.sam.gov/content/home>) and receive confirmation of an “Active” status before submitting an application through Grants.gov. Organizations must include the UEI generated by SAM in applications to this funding opportunity.

### **II.D.4. Submission Dates and Times**

The pre-application and application submission process should be started early to avoid missing deadlines. There are no grace periods. Failure to meet either of these deadlines will result in submission rejection.

All submission dates and times are indicated in [Section I, Overview of the Funding Opportunity](#).

### **II.D.5. Funding Restrictions**

The maximum period of performance is 4 years.

The application's combined direct costs budgeted for the entire period of performance should not exceed **\$1.75M**. If indirect cost rates have been negotiated, indirect costs are to be budgeted in accordance with the organization's negotiated rate. Collaborating organizations should budget associated indirect costs in accordance with each organization's negotiated rate.

All direct and indirect costs of any subaward or contract must be included in the direct costs of the primary award.

The applicant may request the entire maximum funding amount for a project that may have a period of performance less than the maximum **4** years.

A separate award will be made to each PI's organization.

The PIs are expected to be partners in the research, and direct cost funding should be divided accordingly unless otherwise warranted and clearly justified.

For this award mechanism, direct costs must be requested for:

- Costs associated with planning and holding the annual 1-day workshop with Academy members, including costs associated with external speakers
- Costs associated with planning and holding the biennial multi-day workshop in coordination with the OCRP Program staff, including costs associated with external speakers

These travel costs are in addition to those allowed for annual scientific/technical meetings.

- Costs associated with sustaining Academy Alumni involvement in the Academy (e.g., funding travel for participation in the annual workshops and in the Academy advisory board)
- Administrative costs (e.g., salary for Administrative Assistant[s])

May be requested for (not all-inclusive):

- Salary
- Research supplies and salaries for Academy collaborative research projects
- Costs associated with establishing and maintaining a "virtual" academy (e.g., hardware and/or software for audio- or video-teleconferencing or web-based communications)
- Support for multidisciplinary collaborations, including travel
- Travel between institutions participating in the Academy
- Travel to 1-day and biennial multi-day workshops

- Travel costs of up to \$1,800 per Academy Leader to travel to one to two scientific/technical meetings per year in addition to the required meetings described above. The intent of travel costs to scientific/technical meetings is to present project outcomes or disseminate project results.

Must not be requested for:

- Clinical trial costs
- Tuition

#### **II.D.6. Other Submission Requirements**

Refer to the General Application Instructions, Appendix 2, for detailed formatting guidelines.

### **II.E. Application Review Information**

#### **II.E.1. Criteria**

##### **II.E.1.a. Peer Review**

To determine technical merit, all applications will be individually evaluated according to the following **scored criteria**, which are listed in decreasing order of importance:

- **Academy Leadership**
  - To what extent the Academy Dean's and Assistant Dean's background and experience in ovarian cancer demonstrate their potential for leadership of the OCA.
  - To what extent the Academy Leadership's record of mentoring and training junior investigators in ovarian cancer research indicates the potential for successful mentorship and career development of the ECIs from multiple institutions and disciplines, at different stages within the Academy.
  - To what extent the Academy Leadership is committed to leading the OCA and ensuring that it provides collaborative mentoring of ECIs with the goal of developing sustainable, independent careers as leaders in ovarian cancer research at their institutions and in their field.
- **Vision**
  - To what extent the vision of the Academy Leadership for the continuation of the OCA meets the intent of this award mechanism to continue this unique, interactive virtual Academy that will provide intensive mentoring, networking, and a collaborative peer group for the development and sustainment of ECIs.

- To what degree the Academy roadmap will develop successful leaders in ovarian cancer research in a collaborative research training environment within the 4-year period of performance.
- **Management of the Academy**
  - To what degree the application has clearly defined synergistic roles for the Academy Dean and Assistant Dean leadership.
  - To what extent the application articulated a plan to facilitate communication and collaboration among all of the ECIs and Designated Mentors, as well as the ovarian cancer research and advocacy communities.
  - To what extent the OCA will provide a synergistic approach to the development of junior faculty and prepare each of the ECIs for an independent and sustainable career in ovarian cancer research.
  - How well the Academy Leadership will assist the ECIs in overcoming the barriers in initiating and sustaining a career in ovarian cancer research.
  - To what extent the application has outlined criteria that will be used to evaluate the research progress made by all of the ECIs, as well as their career progression and sustainment as independent investigators in ovarian cancer research.
  - How well the measurable outcomes to be achieved by the ECIs by the end of the 5-year period of performance have been described and will contribute to the professional development of the Academy members.
- **Impact**
  - To what degree the continued OCA will provide intensive mentoring, networking, and a peer group for the ECIs in a unique, interactive, collaborative virtual research training environment that will allow them to develop and sustain careers, becoming leading ovarian cancer researchers.
- **Research Strategy and Feasibility**
  - To what extent the scientific rationale supports the hypothesis and feasibility of the pilot projects, as demonstrated by a review and analysis of the literature.
  - To what degree the projects align to the mission of the OCRP and have the potential to improve understanding of ovarian cancer.
  - Whether these pilot project/s will help launch the careers of the ECIs in ovarian cancer research.
  - How well the application addresses potential problem areas and presents alternative methods and approaches.

- If applicable, whether the strategy for the inclusion of minorities and distribution of proposed enrollment are appropriate for the proposed research. Studies utilizing human biospecimens or datasets that cannot be linked to a specific individual, gender, ethnicity, or race (typically classified as exempt from IRB review) are exempt from this requirement.

In addition, the following criteria will also contribute to the overall evaluation of the application, but will not be individually scored and are therefore termed **unscored criteria**:

- **Budget**

- Whether the budget is appropriate for the proposed research.

- **Environment**

- To what extent the scientific environment is appropriate for the proposed research project.
- How well the research requirements are supported by the availability of and accessibility to facilities and resources.
- To what extent the quality and level of institutional support are appropriate for the proposed research project.

- **Application Presentation**

- To what extent the writing, clarity, and presentation of the application components influence the review.

#### **II.E.1.b. Programmatic Review**

To make funding recommendations and select the application(s) that, individually or collectively, will best achieve the program objectives, the following criteria are used by programmatic reviewers:

- Ratings and evaluations of the peer reviewers
- Relevance to the priorities of the Defense Health Program and FY24 OCRP, as evidenced by the following:
  - Relative impact
  - Programmatic relevance
  - Adherence to the intent of the award mechanism

## **II.E.2. Application Review and Selection Process**

All applications are evaluated by scientists, clinicians, and consumers in a two-tier review process. The first tier is **peer review**, the evaluation of applications against established criteria to determine technical merit, where each application is assessed for its own merit, independent of other applications. The second tier is **programmatic review**, a comparison-based process in which applications with high scientific and technical merit are further evaluated for programmatic relevance. Final recommendations for funding are made to the Commanding General, USAMRDC. *The highest-scoring applications from the first tier of review are not automatically recommended for funding. Funding recommendations depend on various factors as described in [Section II.E.1.b, Programmatic Review](#).* Additional information about the two-tier process used by the CDMRP can be found at <https://cdmrp.health.mil/about/2tierRevProcess>.

All CDMRP review processes are conducted confidentially to maintain the integrity of the merit-based selection process. Panel members sign a statement declaring that application and evaluation information will not be disclosed outside the review panel. Violations of confidentiality can result in the dissolution of a panel(s) and other corrective actions. In addition, personnel at the applicant or collaborating organizations are prohibited from contacting persons involved in the review and approval process to gain protected evaluation information or to influence the evaluation process. Violations of these prohibitions will result in the administrative withdrawal of the organization's application. Violations by panel members or applicants that compromise the confidentiality of the review and approval process may also result in suspension or debarment from federal awards. Furthermore, the unauthorized disclosure of confidential information of one party to a third party is a crime in accordance with 18 USC 1905.

## **II.E.3. Integrity and Performance Information**

Prior to making an assistance agreement award where the federal share is expected to exceed the simplified acquisition threshold, as defined in 2 CFR 200.1, over the period of performance, the federal awarding agency is required to review and consider any information about the applicant that is available in SAM.

An applicant organization may review SAM and submit comments on any information currently available about the organization that a federal awarding agency previously entered. The federal awarding agency will consider any comments by the applicant, in addition to other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under federal awards when determining a recipient's qualification prior to award, according to the qualification standards of the Department of Defense Grant and Agreement Regulations (DoDGARs), Section 22.415.

## **II.F. Federal Award Administration Information**

### **II.F.1. Federal Award Notices**

Each applicant organization and PI will receive email notification when the funding recommendations are posted to eBRAP. At this time, each PI will receive a peer review summary statement on the strengths and weaknesses of the application and an information paper describing the funding recommendation and review process for the OCRP award mechanisms. The information papers and a list of organizations and PIs recommended for funding are also posted on the program's page within the CDMRP website.

If an application is recommended for funding, after the email notification is posted to eBRAP, a government representative will contact the person authorized to negotiate on behalf of the recipient organization.

***Only an appointed USAMRAA Grants Officer may obligate the government to the expenditure of funds to an extramural organization.*** No commitment on the part of the government should be inferred from discussions with any other individual. ***The award document signed by the Grants Officer is the official authorizing document (i.e., assistance agreement).***

***Intra-DOD obligations of funding will be made according to the terms of a negotiated Inter-Agency Agreement and managed by a CDMRP Science Officer***

Funding obligated to ***intragovernmental and intramural DOD organizations*** will be sent through the Military Interdepartmental Purchase Request (MIPR), Funding Authorization Document (FAD), or Direct Charge Work Breakdown Structure processes. Transfer of funds is contingent upon appropriate safety and administrative approvals. Intragovernmental and intramural DOD investigators and collaborators must coordinate receipt and commitment of funds through their respective Resource Manager/Task Area Manager/Comptroller or equivalent Business Official.

An organization may, at its own risk and without the government's prior approval, incur obligations and expenditures to cover costs up to 90 days before the beginning date of the initial budget period of a new award. Refer to the General Application Instructions, Section IV.B.(e), for additional information about pre-award costs.

***If there are technical reporting requirement delinquencies for any existing CDMRP awards at the applicant organization, no new awards will be issued to the applicant organization until all delinquent reports have been submitted.***

### **II.F.2. PI Changes and Award Transfers**

Changes in PI are not allowed, except under extenuating circumstances that will be evaluated on a case-by-case basis.

An organizational transfer of an award will not be allowed in the last year of the (original) period of performance or any extension thereof.

Refer to the General Application Instructions, Appendix 7, Section F, for general information on organization or PI changes.

### **II.F.3. Administrative and National Policy Requirements**

Applicable requirements in the DoDGARs found in 32 CFR, Chapter I, Subchapter C, and 2 CFR, Chapter XI, apply to grants and cooperative agreements resulting from this program announcement.

Refer to the General Application Instructions, Appendix 7, for general information regarding administrative requirements.

Refer to the General Application Instructions, Appendix 8, for general information regarding national policy requirements.

Refer to full text of the latest [DoD R&D Terms and Conditions](#) and the [USAMRAA Research Terms and Conditions: Addendum to the DoD R&D Terms and Conditions](#) for further information.

Applications recommended for funding that involve animals, human data, human specimens, human subjects, or human cadavers must be reviewed for compliance with federal and DOD animal and/or human subjects protection requirements and approved by the USAMRDC Office of Human and Animal Research Oversight prior to implementation. This administrative review requirement is in addition to the local Institutional Animal Care and Use Committee, Institutional Review Board, or Ethics Committee review. Refer to the General Application Instructions, Appendix 6, for additional information.

### **II.F.4. Reporting**

Annual technical progress reports as well as a final technical progress report will be required. Annual and final technical reports must be prepared in accordance with the Research Performance Progress Report.

The Award Terms and Conditions will specify whether additional and/or more frequent reporting is required.

Award Expiration Transition Plan: An Award Expiration Transition Plan must be submitted with the final progress report. Use the one-page template “Award Expiration Transition Plan,” available on the eBRAP “Funding Opportunities & Forms” web page (<https://ebrap.org/eBRAP/public/Program.htm>) under the “Progress Report Formats” section. The Award Expiration Transition Plan must outline whether and how the research supported by this award will progress and must include source(s) of funding, either known or pending.

Awards resulting from this program announcement may entail additional reporting requirements related to recipient integrity and performance matters. Recipient organizations that have federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10M are required to provide information to SAM about certain civil, criminal, and administrative proceedings that reached final disposition within the most recent 5-year period

and that were connected with performance of a federal award. These recipients are required to disclose, semiannually, information about criminal, civil, and administrative proceedings as specified in the applicable Representations (see General Application Instructions, Appendix 8, Section B).

## **II.G. Federal Awarding Agency Contacts**

### **II.G.1. eBRAP Help Desk**

*Questions regarding program announcement content or submission requirements as well as technical assistance related to pre-application or intramural application submission:*

Phone: 301-682-5507

Email: [help@eBRAP.org](mailto:help@eBRAP.org)

### **II.G.2. Grants.gov Contact Center**

Questions regarding Grants.gov registration and Workspace

Phone: 800-518-4726; International 1-606-545-5035

Email: [support@grants.gov](mailto:support@grants.gov)

## **II.H. Other Information**

### **II.H.1. Program Announcement and General Application Instructions Versions**

Questions related to this program announcement should refer to the program name, the program announcement name, and the program announcement version code 901a. The program announcement numeric version code will match the General Application Instructions version code 901.

### **II.H.2. Administrative Actions**

After receipt of full applications, the following administrative actions may occur:

#### **II.H.2.a. Rejection**

The following will result in administrative rejection of the full application:

- Preapplication (LOI) was not submitted.
- Project Narrative exceeds page limit.
- Project Narrative is missing.
- Budget is missing.

### **II.H.2.b. Modification**

- Pages exceeding the specific limits will be removed prior to review for all documents other than the Project Narrative.
- Documents not requested will be removed.

### **II.H.2.c. Withdrawal**

The following may result in administrative withdrawal of the application:

- An FY24 OCRP Programmatic Panel member is named as being involved in the research proposed or is found to have assisted in the pre-application or application processes including, but not limited to, concept design, application development, budget preparation, and the development of any supporting documentation, including letters of support/recommendation. *A list of the FY24 OCRP Programmatic Panel members can be found at <https://cdmrp.health.mil/ocrp/panels/panels24>.*
- The application fails to conform to this program announcement description.
- Inclusion of URLs, with the exception of links in References Cited and Publication and/or Patent Abstract sections.
- Applications that include names of personnel from either of the CDMRP peer or programmatic review companies. For FY24, the identities of the peer review contractor and the programmatic review contractor may be found at the CDMRP website (<https://cdmrp.health.mil/about/2tierRevProcess>).
- Personnel from applicant or collaborating organizations are found to have contacted persons involved in the review or approval process to gain protected evaluation information or to influence the evaluation process.
- Applications from extramural organizations, including non-DOD federal agencies, received through eBRAP.
- Applications submitted by a federal government organization (including an intramural DOD organization) may be withdrawn if (a) the organization cannot accept and execute the entirety of the requested budget in current fiscal year (FY24) funds and/or (b) the federal government organization cannot coordinate the use of contractual, assistance, or other appropriate agreements to provide funds to collaborators.
- Application includes research data that are classified and/or proposes research that may produce classified outcomes, or outcomes deemed sensitive to national security concerns.
- A clinical trial is proposed.

- The PI does not meet the eligibility criteria.
- All associated (Initiating and Partnering PI) applications are not submitted by the deadline.

**II.H.2.d. Withhold**

Applications that appear to involve research misconduct will be administratively withheld from further consideration pending organizational investigation. The organization will be required to provide the findings of the investigation to the USAMRAA Grants Officer for a determination of the final disposition of the application.

### II.H.3. Full Application Submission Checklist

Full Application Components	Uploaded	
	Initiating PI	Partnering PI
<b>SF424 Research &amp; Related Application for Federal Assistance</b> <i>(Extramural submissions only)</i>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Summary (Tab 1) and Application Contacts (Tab 2)</b> <i>(Intramural submissions only)</i>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Attachments</b>		
Project Narrative – Attachment 1, upload as “ProjectNarrative.pdf”	<input type="checkbox"/>	
Supporting Documentation – Attachment 2, upload as “Support.pdf”	<input type="checkbox"/>	
Technical Abstract – Attachment 3, upload as “TechAbs.pdf”	<input type="checkbox"/>	
Lay Abstract – Attachment 4, upload as “LayAbs.pdf”	<input type="checkbox"/>	
Statement of Work – Attachment 5, upload as “SOW.pdf”	<input type="checkbox"/>	<input type="checkbox"/>
Sample Agenda – Attachment 6, upload as “SampleAgenda.pdf”	<input type="checkbox"/>	
Representations <i>(Extramural submissions only)</i> – Attachment 7, upload as “RequiredReps.pdf”	<input type="checkbox"/>	<input type="checkbox"/>
Suggested Intragovernmental Budget Form <i>(if applicable)</i> – Attachment 8, upload as “IGBudget.pdf”	<input type="checkbox"/>	<input type="checkbox"/>
<b>Research &amp; Related Personal Data</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Research &amp; Related Senior/Key Person Profile (Expanded)</b>	<input type="checkbox"/>	<input type="checkbox"/>
Attach PI Biographical Sketch (Biosketch_LastName.pdf)	<input type="checkbox"/>	<input type="checkbox"/>
Attach PI Previous/Current/Pending Support (Support_LastName.pdf)	<input type="checkbox"/>	<input type="checkbox"/>
Attach Biographical Sketch (Biosketch_LastName.pdf) for each senior/key person	<input type="checkbox"/>	<input type="checkbox"/>
Attach Previous/Current/Pending (Support_LastName.pdf) for each senior/key person	<input type="checkbox"/>	<input type="checkbox"/>
<b>Research &amp; Related Budget</b> <i>(Extramural submissions only)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Include budget justification		
<b>Budget</b> <i>(Intramural submissions only)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Include budget justification		
<b>Project/Performance Site Location(s) Form</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Research &amp; Related Subaward Budget Attachment(s) Form</b> <i>(if applicable)</i>	<input type="checkbox"/>	<input type="checkbox"/>

## APPENDIX 1: ACRONYM LIST

ACOS/R&D	Associate Chief of Staff for Research and Development
CDMRP	Congressionally Directed Medical Research Programs
CFR	Code of Federal Regulations
DOD	Department of Defense
DoDGARs	Department of Defense Grant and Agreement Regulations
eBRAP	Electronic Biomedical Research Application Portal
ECI	Early-Career Investigator
ET	Eastern Time
FAD	Funding Authorization Document
FY	Fiscal Year
M	Million
MIPR	Military Interdepartmental Purchase Request
OCA-LA	Ovarian Cancer Academy - Leadership Award
OCRIP	Ovarian Cancer Research Program
PDF	Portable Document Format
PI	Principal Investigator
SAM	System for Award Management
SOW	Statement of Work
STEM	Science, Technology, Engineering, and/or Mathematics
UEI	Unique Entity Identifier
URL	Uniform Resource Locator
USAMRAA	U.S. Army Medical Research Acquisition Activity
USAMRDC	U.S. Army Medical Research and Development Command
USC	United States Code
VA	U.S. Department of Veterans Affairs