

Cancer Research Endowment (CARE) Authority Board Meeting

Wednesday, August 23, 2017, 8:00—9:00 AM (PST)

Call-in Information: U.S. Toll-Free Access: 1-719-457-0816; Access Code: 990690#

AGENDA

TIME	TOPIC	LEAD	MATERIALS	ACTIONS
8:00 – 8:05	Welcome – Roll Call of Board	Dr. Appelbaum		
8:05 – 8:25	Subcommittee Recommendation: CARE Distinguished Researcher Program Documents	Dr. Appelbaum / Sarah Lyman	<ul style="list-style-type: none">• Program Description (RFP)• Application Template• AAAS Initial Review Form• AAAS Consensus Review Form	<ul style="list-style-type: none">• Approve recommended documents for public release/use
8:25 – 8:35	CARE Policies and Protocol	Dr. Appelbaum	<ul style="list-style-type: none">• CARE Policies & Protocols (same document from 7-13 board meeting. No concerns raised)	<ul style="list-style-type: none">• Ratify document• Board members return completed Conflict of Interest form to EHF by September 1, 2017
8:35 – 8:45	Post-Award Administrator Duties – MOU	Sarah Lyman	<ul style="list-style-type: none">• Memorandum of Understanding	<ul style="list-style-type: none">• Approve MOU for post-award Administrator duties
8:45 – 9:00	Subcommittee Recommendation: CARE Branding	Sarah Lyman	<ul style="list-style-type: none">• CARE Logo, Website	<ul style="list-style-type: none">• Approve recommendations from subcommittee
9:00	Adjourn	Dr. Appelbaum		

CARE Distinguished Researchers Program

Program Overview

Cancer research breakthroughs occur through the work of talented and well-resourced scientists. The Cancer Research Endowment (CARE) supports recruitments of distinguished researchers from all over the world to bring their best-in-class talent to research organizations and companies in Washington.

Top scientists also move the research economy forward, creating laboratory and other jobs, raising awareness of cancer research, and bringing in additional research funding to the state. Recruitment at a mid- to senior- level has a demonstrated return on investment in terms of cancer research progress, job creation, and additional research funding.

The CARE Distinguished Researchers Program will match, dollar for dollar, Washington cancer research institutions, organizations and commercial entities' recruitment commitments up to \$500,000, to add value to recruitment packages that bring leading cancer researchers to Washington. CARE grant funds may be used for any purpose (salaries, equipment, etc.) that advances the scholar's research.

With the Distinguished Researchers program, Washington's public investment creates a cross-disciplinary cadre where cancer research's brightest thinkers can collaborate rather than compete across institutional lines.

Program Objectives

The objectives of CARE (from [RCW 43.348.005](#)) are to:

- Optimize the use of public funds by giving priority to research utilizing the best science and technology with the greatest potential to improve health outcomes;
- Increase the value of our public investments by leveraging our state's existing cancer research facilities and talent, as well as clinical and therapeutic resources;
- Incentivize additional investment by requiring private or other non-state resources to match public funds;
- Create jobs and encourage investments that will generate new tax revenues in our state; and

- Advance the biotech, medical device, and health care information technology industries in Washington.

CARE Priorities and Considerations

In consideration of the above CARE Objectives, among applications of similar merit (as established via peer review) priority in funding will be given to applications that:

- Demonstrate a focus on cancers that disproportionately burden underserved populations in Washington state;
- Propose to recruit researchers coming from populations underrepresented in the cancer research workforce;
- Demonstrate evidence of collaborative and/or cross-disciplinary or multi-sector approach;
- Demonstrate commercialization potential;
- Make a long-term commitment to conducting research in the state of Washington; and
- Demonstrate a plan for disseminating research progress to the public and the cancer research community to help create new knowledge that will inform and advance the field.

In addition to the criteria listed above, the CARE Board will consider the **variety in cancer-related disciplines** represented within Washington state, as well as the **geographic distribution** of grantee organizations.

Eligibility Requirements

Applicant Organization

- Washington State research institutions, organizations, and commercial entities are eligible to apply for CARE Distinguished Researcher grants. Applicants must have a substantial presence in Washington, as determined by CARE based on factors including, but not limited to: number and compensation of full-time equivalent employees who are residents of Washington relative to the applicant's other sites; having research and development, administrative, or manufacturing facilities located in Washington; payment of Washington Business and Occupation or other taxes, or any combination of such factors.
- Applicant organizations may submit up to a maximum of three applications during the same funding round.
- Applicant organizations must meet 1:1 matching fund requirements.
- Applicant organizations must be willing to agree to all terms and conditions set forth in the CARE Grant Award Letter.

Distinguished Researcher Candidate

- All cancer-related researchers recruited to Washington State are eligible, including basic, translational, clinical, and population-based cancer researchers.
- The Distinguished Researcher candidate must devote a minimum of 50% effort to research activities. Candidates whose major responsibilities are clinical care, teaching, or administration are not eligible to apply.
- The start date of a new recruit must not be more than 180 days prior to the date of application submission.
- Distinguished Researcher candidates must have a minimum of \$750,000 in total current peer-reviewed funding and/or sponsored research agreements (i.e., all years, including direct and indirect costs), irrespective of the ability to transfer such funding to Washington State.

Grant Matching Fund Requirements

- Applicant institutions, organizations and commercial entities must request funds proportional to their recruitment package (considering all costs budgeted in the recruitment agreement) up to \$500,000 total request per researcher.
- A minimum of 1:1 match must be secured at the time of the application submission. Proof of non-state or private matching contributions may be accomplished by providing a written, binding, enforceable agreement from the contributor that commits an equal or greater amount of non-state or private contributions to meet the CARE's matching requirement, and that acknowledges that the state match CARE funds are contingent upon this contribution.
- In the grant application budget template, applicants are encouraged to reflect all non-state match amounts, even if the total match exceeds the minimum 1:1 requirement.
- All grant award terms are five years so that applicants can report to CARE longer term results. However, total award payments will be made proximate to full execution of a Grant Award agreement.

Application Review Process and Criteria

Stage 1: Eligibility Screening

CARE staff will screen submitted applications for eligibility and completeness according to the following questions:

- 1) Does the proposal contain all required elements of the application?
- 2) Does application appear to meet non-state fund matching requirements?
- 3) Is the applicant organization eligible to apply under this grant program, per the eligibility requirements listed above?

- 4) Is this application appropriate to and in the spirit of the CARE Distinguished Researcher Grant Program, as described in the program objectives above?

If all questions above are answered 'Yes,' the application will move to Stage 2: Peer Review. An application may be returned to the Applicant for completion or clarification, then re-submission, per the judgment of the CARE Executive Director/Sr. Program Officer.

Stage 2: Peer Review

Stage 2 peer review will be conducted by the American Association for the Advancement of Science (AAAS). AAAS will recruit a panel of highly-qualified reviewers with expertise in relevant areas of cancer research. Each reviewer will evaluate the merit of each application in a cohort against the review criteria listed below. The AAAS review panel will then discuss the initial review findings, taking into consideration CARE program objectives and priorities, to arrive at a consensus on final scores and ratings for each application. Reviewers will summarize the review results for each application in a final consensus review, which will include a justification of the final ranking of applications within the cohort.

The AAAS staff will provide the CARE Board with the final consensus reviews, the cohort's ranked scores and associated ratings, and a narrative summary of the AAAS review panel's funding recommendations. The review will be single blind. The identity of the reviewers will not be known to the Applicant or to the CARE Board.

Stage 3: CARE Board Assessment and Funding Decision

The CARE Board will make funding decisions based on the scores, rankings, and recommendations made by the external AAAS reviewers. When deciding between applications of similar merit, the CARE Board may also consider CARE program objectives and priorities in making funding decisions. The CARE Board will act in accordance with its Conflict of Interest Policy as well as Title 42.52 RCW (Ethics in Public Service) to avoid both actual and apparent conflicts of interest.

Resubmission:

A Distinguished Researcher may not appear in more than one submitted application. An institution may submit up to three applications per cohort, but each application must be for a different Distinguished Researcher. A resubmission for support of the same Distinguished Researcher but with a different research plan will not be considered.

Review Criteria

Eligible proposals will be evaluated against the following criteria:

Criterion 1. Scientific and Technical Merit of the Cancer Research (20 points); including the:

- Significance of the proposed cancer research focus, themes, questions to be addressed, and approach (i.e., alignment with CARE goals and Applicant's existing cancer research resources). For example:
 - The degree to which the research plan addresses an important problem or a critical barrier to progress in the cancer field.
 - The strength of the scientific premise for the research plan.
 - The potential for scientific knowledge, technical capability, and/or clinical practice be improved, if the aims of the research plan are achieved.
 - The degree to which successful completion of the research plan will change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field.
- Innovation of the cancer research concepts, approaches, instrumentation, or interventions. For example:
 - The degree to which the research approach challenges and seeks to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions.
 - The novelty of the concepts, approaches or methodologies, instrumentation, or interventions generally and to one field of cancer research.
 - The degree to which the research approach refines, improves, or applies in novel ways theoretical concepts, approaches or methodologies, instrumentation, or interventions.
- Merit and feasibility of the research approach. For example:
 - The degree to which the approach or methodologies, instrumentation, or interventions are appropriate to meet the proposed goals and objectives.
 - The feasibility of the researcher's technical, collaboration, and funding plans.

Criterion 2. Potential for Impact (15 points); including the:

- Potential for longer term impacts in the field of cancer research and clinical intervention.
- Potential to improve health outcomes overall, nationally, and in Washington State.
- Potential to increase research funding in Washington State.
- Potential for sustainability and leverage through additional extramural funding.
- Feasibility of the plan for disseminating research progress to the public and the cancer research community.

Criterion 3. Researcher Qualifications and Applicant Organization Commitment (15 points); including the:

- Quality and scope of the researcher’s technical capability and management capacity (e.g., education, employment history, funding record, research portfolio, publication record, students trained, lab size, service, intellectual property, etc.).
- Evidence of cross-disciplinary and/or multi-sector collaborations that have potential to strengthen the research approach.
- Capacity to generate rapid return on investment, measured by the researcher’s current and completed peer-reviewed funding (i.e., all years, including direct and indirect costs).
- Demonstrated commitment of the applicant organization to support the researcher’s success (e.g., facilities, financial support, and other aspects of the institutional research environment.)

Criterion 4. Potential for Workforce Development (5 points); including:

- Potential to stimulate employment in Washington State (e.g., new compensated positions in Washington State, including post-docs, fellows, research assistants, etc.).
- Potential to grow the cancer research and commercialization industry in Washington State.

In addition to the criteria listed above, AAAS reviewers will take into consideration the CARE objectives and priorities, listed above, when assigning final scores and ratings to each application and ranking the applications within a cohort.

Review Scores and Ratings

The following table summarizes the review criteria and scores:

Review Criteria	Maximum Score
Scientific and Technical Merit of the Cancer Research	20
Potential for Impact	15
Researcher Qualifications and Applicant Organization Commitment	15
Potential for Workforce Development	5
Total Score	55

Applications will be rated using the rating rubric shown below. The rating will concur with the total score, and will reflect the overall funding recommendation. Panel.

- ☐ Highly Recommended
- ☐ Recommended
- ☐ Worthy of Consideration
- ☐ Not Recommended

Rating	Description of Rating	Score
Highly Recommended	Extremely well-organized and well-constructed application demonstrating excellent scientific merit, potential for impact, and potential for job creation. Distinguished Researcher candidate of impressive professional quality with high potential to meet the stated program goals and objectives.	
Recommended	Well-constructed application demonstrating strong scientific merit, potential for impact, and potential for job creation. Distinguished Research candidate of high quality with potential to meet the stated program goals and objectives.	
Worthy of Consideration	Interesting application demonstrating good scientific merit, potential for impact, and potential for job creation, but with some weaknesses. Distinguished Research candidate with potential to meet the stated program goals and objectives.	
Not Recommended	Application demonstrating major weaknesses that will likely decrease the potential for scientific significance, impact, and job creation. Distinguished Researcher may have limited potential to meet the stated program goals and objectives.	

Overall Application Ranking within Cohort [X]

Applications within each cohort will be ranked numerically (1 = highest ranked) based on the (i) total consensus score, (ii) rating, and (iii) the CARE objectives and priorities for funding decisions (listed above). Ranking will concur with the ratings assigned to all applications within a cohort, and will reflect the AAAS review panel's consensus on funding recommendations.

Confidentiality

All applicants to the CARE Distinguished Researcher Program are advised that proprietary and confidential information included in their proposal is not protected from potential Public Records request/disclosure, thus should consider that fact when deciding what information and data are included in the funding request. At this time, no CARE funding applicants are exempted from potential Public Disclosure of proprietary or confidential information under RCW 42.56.270.

Timeline and Application Process

The CARE Distinguished Researcher program will operate on a rolling grant submission timeline, meaning that applications may be submitted at any time. Applications will be reviewed in cohorts, at least twice annually. The deadline for the initial cohort of applications under the CARE Distinguished Researcher grant program is 11:59 p.m. Pacific Standard Time (PST),

Friday, September 29, 2017. Applications are to be submitted online via the CARE grants management system. A portal to the Distinguished Researcher application can be accessed via the CARE website: www.carefundwa.org. It is anticipated that final funding decisions for the first cohort of applications will be made by the CARE Board before year-end 2017. The next deadline for CARE Distinguished Researcher applications will be in March of 2018.

Any grants awarded will be done so via a letter of Grant Award, which will fully stipulate the terms and conditions of the award.

Sample Grant Award letter templates and all relevant spending guidelines, conflict of interest, confidentiality, intellectual property and matching grant guidelines will be posted on the CARE website as soon as they are available.

CARE Distinguished Researcher Grant Application

Initial Review Form

[Provide application information here, including applicant name, sector (if needed), distinguished researcher candidate name, funding requested from CARE (\$), total funding, project/research title, and other, as needed. Note: These fields will autofill from data provided by Empire Health Foundation and input into the AAAS online review system.]

Program Objectives

The objectives of the Cancer Research Endowment (CARE) (from [RCW 43.348.005](#)) are to:

- Optimize the use of public funds by giving priority to research utilizing the best science and technology with the greatest potential to improve health outcomes;
- Increase the value of our public investments by leveraging our state's existing cancer research facilities and talent, as well as clinical and therapeutic resources;
- Incentivize additional investment by requiring private or other non-state resources to match public funds;
- Create jobs and encourage investments that will generate new tax revenues in our state; and
- Advance the biotech, medical device, and health care information technology industries in Washington.

CARE Priorities and Considerations

In consideration of the above CARE objectives, among applications of similar merit (as established via peer review) priority in funding will be given to applications that:

- Demonstrate a focus on cancers that disproportionately burden underserved populations in Washington State;
- Propose to recruit researchers coming from populations underrepresented in the cancer research workforce;
- Demonstrate evidence of a collaborative and/or cross-disciplinary or multi-sector approach;
- Demonstrate commercialization potential;
- Make a long-term commitment to conducting research in the state of Washington; and
- Demonstrate a plan for disseminating research progress to the public and the cancer research community to help create new knowledge that will inform and advance the field.

In addition to the criteria listed above, external reviewers and the CARE Board will consider the **variety in cancer-related disciplines** represented within Washington State, as well as the **geographic distribution** of grantee organizations.

Review Summary

Please briefly summarize the main strengths and weaknesses of the application as they pertain to the review criteria and your funding recommendation (i.e., total score and rating). Be sure to indicate the relative weight of your review findings (e.g., major or minor strengths or weaknesses).

Review Instructions:

Please review the application, considering the topics listed under each of the following review criteria: 1) Scientific and Technical Merit of the Cancer Research, 2) Potential for Impact, 3) Researcher Qualifications and Applicant Organization Commitment, and 4) Potential for Workforce Development.

For each criterion, please provide a narrative describing the relative strengths and weaknesses (e.g., major or minor) of the application. Then assign a score to each criterion that is relative to the merit of the application, with stronger applications receiving more points, following the scoring rubric provided below. Finally, please rate the application based on the total score and the rating descriptions provided below.

Criterion 1. Scientific and Technical Merit of the Cancer Research (20 points)

Please assess the scientific and technical merit of the cancer research, including the:

- Significance of the proposed cancer research focus, themes, questions to be addressed, and approach (i.e., alignment with CARE goals and Applicant's existing cancer research resources). For example:
 - The degree to which the research plan addresses an important problem or a critical barrier to progress in the cancer field.
 - The strength of the scientific premise for the research plan.
 - The potential for scientific knowledge, technical capability, and/or clinical practice be improved, if the aims of the research plan are achieved.
 - The degree to which successful completion of the research plan will change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field.
- Innovation of the cancer research concepts, approaches, instrumentation, or interventions. For example:

- The degree to which the research approach challenges and seeks to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions.
- The novelty of the concepts, approaches or methodologies, instrumentation, or interventions generally and to one field of cancer research.
- The degree to which the research approach refines, improves, or applies in novel ways theoretical concepts, approaches or methodologies, instrumentation, or interventions.
- Merit and feasibility of the research approach. For example:
 - The degree to which the approach or methodologies, instrumentation, or interventions are appropriate to meet the proposed goals and objectives.
 - The feasibility of the researcher's technical, collaboration, and funding plans.

Score (20 possible points)

Criterion 2. Potential for Impact (15 points)

Please assess the potential for impact, including the:

- Potential for longer term impacts in the field of cancer research and clinical intervention.
- Potential to improve health outcomes overall, nationally, and in Washington State.
- Potential to increase research funding in Washington State.
- Potential for sustainability and leverage through additional extramural funding.
- Feasibility of the plan for disseminating research progress to the public and the cancer research community.

Score (15 possible points)

Criterion 3. Researcher Qualifications and Applicant Organization Commitment (15 points)

Please assess the qualifications of the Distinguished Researcher and evidence of the Applicant Organization's commitment to the researcher, including the:

- Quality and scope of the researcher's technical capability and management capacity (e.g., education, employment history, funding record, research portfolio, publication record, students trained, lab size, service, intellectual property, etc.).
- Evidence of cross-disciplinary and/or multi-sector collaborations that have potential to strengthen the research approach.
- Capacity to generate rapid return on investment, measured by the researcher's current and completed peer-reviewed funding (i.e., all years, including direct and indirect costs).
- Demonstrated commitment of the applicant organization to support the researcher's success (e.g., facilities, financial support, and other aspects of the institutional research environment.)

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Score (15 possible points)

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Criterion 4. Potential for Workforce Development (5 points)

Please assess the:

- Potential to stimulate employment in Washington State.
- Potential to grow the cancer research and commercialization industry in Washington State.

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Score (5 possible points)

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Summary of Review Criteria and Scoring:

The following table summarizes the criteria and scores provided above:

Review Criteria	Maximum Score	Score
Scientific and Technical Merit of the Cancer Research	20	
Potential for Impact	15	
Researcher Qualifications and Applicant Organization Commitment	15	
Potential for Workforce Development	5	
Total Score	55	

Application Rating:

Please rate the application using the rating rubric below. The rating should concur with the total score and should reflect your overall funding recommendation.

- ☐ Highly Recommended
- ☐ Recommended
- ☐ Worthy of Consideration
- ☐ Not Recommended

Rating	Description of Rating	Score
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CARE Distinguished Researcher Grant Application

Consensus Review Form

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Review Summary

Please briefly summarize the main strengths and weaknesses of the application as they pertain to the review criteria and your funding recommendation (i.e., total score and rating). Be sure to indicate the relative weight of your review findings (e.g., major or minor strengths or weaknesses).

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Review Instructions:

Please review the application, considering the topics listed under each of the following review criteria: 1) Scientific and Technical Merit of the Cancer Research, 2) Potential for Impact, 3) Researcher Qualifications and Applicant Organization Commitment, and 4) Potential for Workforce Development.

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 - The degree to which the approach or methodologies, instrumentation, or interventions are appropriate to meet the proposed goals and objectives.
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Score (20 possible points)

Criterion 2. Potential for Impact (15 points)

Please assess the potential for impact, including the:

- Potential for longer term impacts in the field of cancer research and clinical intervention.
- Potential to improve health outcomes overall, nationally, and in Washington State.
- Potential to increase research funding in Washington State.
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Score (15 possible points)

Criterion 3. Researcher Qualifications and Applicant Organization Commitment (15 points)

Please assess the qualifications of the Distinguished Researcher and evidence of the Applicant Organization's commitment to the researcher, including the:

- Quality and scope of the researcher's technical capability and management capacity (e.g., education, employment history, funding record, research portfolio, publication record, students trained, lab size, service, intellectual property, etc.).
- Evidence of cross-disciplinary and/or multi-sector collaborations that have potential to strengthen the research approach.
- Capacity to generate rapid return on investment, measured by the researcher's current and completed peer-reviewed funding (i.e., all years, including direct and indirect costs).
- Demonstrated commitment of the applicant organization to support the researcher's success (e.g., facilities, financial support, and other aspects of the institutional research environment.)

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Score (15 possible points)

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Criterion 4. Potential for Workforce Development (5 points)

Please assess the potential for workforce development, including the:

- Potential to stimulate employment in Washington State (e.g., new compensated positions in Washington State, including post-docs, fellows, research assistants, etc.).
- Potential to grow the cancer research and commercialization industry in Washington State.

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Score (5 possible points)

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Summary of Review Criteria and Scoring:

The following table summarizes the review criteria and scores provided above:

Review Criteria	Maximum Score	Score
Scientific and Technical Merit of the Cancer Research	20	
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Total Score	55	

Application Rating:

Please rate the application using the rating rubric below. The rating should concur with the total score and should reflect your overall funding recommendation.

- ☐ Highly Recommended
- ☐ Recommended
- ☐ Worthy of Consideration
- ☐ Not Recommended

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Overall Application Ranking within Cohort [X]

Considering the (i) total consensus score, (ii) rating, and (iii) the CARE objectives and priorities for funding decisions (listed above), please provide a numerical ranking (1 = highest ranked) for the application against all applications submitted to Cohort [insert cohort # here] of the CARE Distinguished Researcher Grant competition. This ranking should concur with the ratings assigned to all applications and reflect the review panel's consensus on funding recommendations.

Please provide a brief narrative justifying the review panel's final ranking for the application.

CARE Distinguished Researcher Grant Application Template

Please complete the following fields. All fields marked * are required.

1. *Researcher's Full Name
2. *Researcher start-date or expected start-date (if start-date has already occurred, it must be no more than 180 days prior to application submission)
3. *Applicant Organization/Company (Note: Applicant organization must have a substantial presence in Washington, as determined by CARE based on factors including, but not limited to: number and compensation of full-time equivalent employees who are residents of Washington relative to the applicant's other sites; having research and development, administrative, or manufacturing facilities located in Washington; payment of Washington Business and Occupation or other taxes, or any combination of such factors.
4. *Applicant Organization mailing address and physical address, if different
5. *Point of contact regarding application: name, title, email, phone
6. *Applicant type: University (public, private, non-profit, for profit), non-profit organization, for-profit business entity.
7. *Evidence of applicant type (proof of non-profit status, etc.)
 - [Upload Document]
8. *Application Budget Information:
 - Please complete included budget form [Upload Document]
 - Please describe the institutional commitment to the candidate, including total salary, institutional support of salary, endowment or other support, space, and all other agreements between the institution and candidate. (500 words or less)
9. *Proof and/or commitment of matching (non-state of Washington) funds. Proof of non-state or private matching contributions may be accomplished by providing a written, binding, enforceable agreement from the contributor that commits an equal or greater amount of non-state or private contributions to meet the CARE Fund's matching requirement, and that acknowledges that the state match CARE funds are contingent upon this contribution.
 - [Upload Document(s)]
10. *Statement of applicant's rationale/justification for requesting CARE Distinguished Researcher funding (500 words or less)

11. *Researcher's Curriculum Vitae including: education, dissertation title (if applicable), employment, research projects, grants, contracts [including funders, dates, amounts of funding (direct and total), and applicant researcher's role]
 - [Upload Document]
12. *Full bibliography of researcher
13. *Statement of the researcher's most significant research contributions (500 words or less)
14. *Description of the researcher's past and current collaborations and/or multi-disciplinary research efforts (250 words or less)
15. *Researcher's five-year Research Plan. The Applicant's research plan should include, for example: the major research questions or themes to be pursued and the rationale for selecting them; the challenges that the researcher anticipates in the course of the projects and approaches to overcoming them; collaborations which may need to be developed in the course of realizing the plan; anticipated impacts in cancer research and clinical intervention in the long run; a broad publications plan; and, an outline of the funding plan.
 - [Upload Document] – (5 pages maximum)
16. *Statement of currently funded research focus area(s), as well as desired focus areas if different, including how the research might benefit citizens of Washington State, and/or focuses on cancers that disproportionately burden undeserved populations in Washington State. (300 words or less)
17. *Copies of Grant Award cover pages and/or sponsored research agreements including type of grant, grant number, and budget, demonstrating proof of at least \$750,000 in total current peer-reviewed funding and/or sponsored research agreements obtained by the researcher. For all grants that will be transferred to the host institution in Washington State, please also include details regarding grant-funded personnel and type of jobs, (e.g., lab tech, post doc, etc.).
 - [Upload Document(s)]
18. Does Researcher come from populations underrepresented in the cancer research workforce? If yes, please explain. (200 words or less)
19. *Summary of the number and type of estimated new jobs created (in addition to current jobs that would be transferred). Any new compensated positions (e.g., post-docs, fellows, research assistants, etc.) in Washington State should be included. (200 words or less)
20. *Estimated additional funding expected within the next five years (in addition to currently active research grants)
21. Optional: brief description of other attachments provided (up to 3 additional attachments, maximum of 10 pages). (200 words or less)

CARE Distinguished Researcher Application

Budget Details

Please provide the following details about the Applicant Organization's recruitment commitment (all years). Note: include all committed recruitment expenses, including those above the non-state match minimum.

Expenses	Total Amount, All Years
Direct Recruitment Expenses Direct Expenses include: <ul style="list-style-type: none"> • Personnel & Employee Benefits • Equipment • Relocation & Travel • Supplies & Materials • Publication Costs • Purchased Services • Major & Minor Renovations • Other 	\$_____
Indirect Recruitment Expenses	\$_____
Total Recruitment Expenses	\$_____

Sources of Total Recruitment Budget	Total Amount, All Years
(Non-State) matching funds secured*	\$_____
Pending matching funds expected to be available at a future date	\$_____
Amount requested from CARE	\$_____
Total	\$_____

*Note: Only non-state matching funds secured can be used to meet the minimum matching requirement.

Cancer Research Endowment (CARE) Policies & Protocols

In order to effectively and professionally meet the goals of the CARE Fund, the following policies and protocols have been adopted by the CARE Authority, effective (Date).

1. Conflict of Interest
2. Confidentiality
3. Intellectual Property
4. Spending & Budget Guidelines for Grantees
5. Grant Matching Funds
6. Eligibility for Applying for and Receiving a CARE Grant

1. **CONFLICT OF INTEREST:** CARE Authority Directors, Program Administrator (PA), Applicants, Grantees and External Review Contractors

CARE Board Directors and Program Administrator

The policy of the Directors of the CARE Authority (CARE) is to avoid both actual and apparent conflicts of interest affecting members of CARE's Board ("directors") and persons employed and contracted by CARE's Program Administrator. In all matters affecting CARE, members of the Board must be guided by the laws relating to CARE and Washington state officers, including but not limited to [Title 42.52 RCW](#) (Ethics in Public Service), and [Title 43.348 RCW](#) (CARE enabling statute), and must act in good faith and in the best interests of CARE. The CARE Program Administrator must act in good faith and in compliance with the terms of State of Washington Services Contract 17-87101-001 without a conflict of interest.

Each director and Program Administrator employee shall disclose to the Board annually, in a form specified by the Board, (i) all affiliations he or she or any immediate family member has with organizations and companies that engaged in or attempted to engage in any transaction with CARE, an applicant organization or grantee during the reporting period; and (ii) any actual or potential conflict of interest that existed or arose during the reporting period.

Upon identification of an actual, potential, or perceived conflict of interest affecting a CARE Board member, committee member or staff person (the "Conflicted Party"), a conflict of

interest committee shall be appointed by the Care Board Chair to examine the conflict and recommend a resolution to the full Board. The full Board will consider the committee's recommendation and resolve the conflict by taking action to accept, reject or amend the committee's recommendation. The Conflicted Party agrees to abide by the Board's action.

Resolution of conflicts of interest may include but is not necessarily limited to, requiring a Conflicted Party to disclose a conflict and recuse from vote or decision making on the issue/application giving rise to the conflict. To avoid or mitigate the appearance of a conflict a Conflicted Party may publicly acknowledge/disclose the situation that may give rise to the appearance of a conflict, and abstain from final Board action on the matter.

The Board also may require a Conflicted Party to consult with the Executive Ethics Board and follow its recommendations.

Each CARE director and Program Administrator employee, if any, shall annually sign a statement that affirms such person:

- a. Has received a copy of the conflict of interest policy;
- b. Has read and understands the policy; and,
- c. Has agreed to comply with the policy.

CARE Applicants and Grantees

In making application to CARE for grant funding and executing a CARE grant agreement, if any, an organization acknowledges and agrees that it is in compliance with any applicable requirements regarding Conflict of Interest, including but not necessarily limited to any financial conflict of interest, as required by the U.S. Department of Health and Human Services (DHHS)/Public Health Services (PHS), if applicable.

External Review Contractors

Any CARE external reviewers and contractors are required to remain in compliance with the conflict of interest terms of their respective agreements with CARE.

2. CONFIDENTIALITY: CARE Authority Directors, Program Administrator (PA), Applicants, Grantees and External Review Contractors

NOTE: If RCW 42.56 Public Records Act or other state statute is **not** amended to specifically include an exemption to public disclosure for CARE records (as it does for LSDF and HSSA in 42.56.270), the following will be communicated to all applicants and grantees: "Due to confidentiality and public disclosure requirements, it is advisable that applicants and grantees refrain from sharing any confidential information with the CARE Authority and Program

Administrator, to the extent that such information, if revealed, would reasonably be expected to result in private loss to the providers of this information.”

Should a specific exemption from disclosure be created in state by the legislature, the following draft policies will apply:

Information in grant applications is received by CARE with the understanding that it shall be used or disclosed solely for evaluation of applications or as required by law. CARE holds all applications confidential in accordance with its confidentiality procedures and subject to the public disclosure laws of the State of Washington. (For more information about Washington public disclosure law, applicants are referred to RCW 42.56 and to the amendments to the exemption provisions in RCW 42.56.270 (xx.)

If the applicant believes the above provisions or any other provisions in the Public Records Act is applicable to its proposal in response to the CARE RFP, the applicant must mark all relevant information as confidential. The applicant will be notified of any public disclosure request with regard to its proposal and be afforded an opportunity to provide further information specifying why the information is exempted from disclosure under the above provision or any other application exemption from disclosure, and the opportunity to assert objections to disclosure and seek a protective order. CARE will determine, in its sole discretion, whether to assert any available public records exemption.

In the case of the submission of an LOI and/or proposal, CARE may make public the name of the applicant, the applicant organization, the title of the project, the dates of the proposed grant period, the funding amount requested, and contact and demographic data. For unfunded applications, CARE will not release the abstract or narrative of the proposed work, the budget, or any identifiers regarding co-applicant organizations, to the extent disclosure of these items might be reasonably expected to result in private loss to the applicant organizations, and as is consistent with applicable exemptions to disclosure. If a proposal is funded, CARE may make public certain additional information from the application, including an abstract of the work and the names and contact information of any co-investigators or co-applicant organizations.

In response to a public disclosure request for a funded application under Washington State law, CARE may provide further information to the requester, but only to the extent that provision of such information would reasonably not be expected to result in private loss to the providers of such information. If CARE receives a public records request for a funded or unfunded application, it will notify the applicant organization of such a request in a timely manner in order to allow the organization the opportunity to assert objections to disclosure in any applicable proceeding.

3. INTELLECTUAL PROPERTY

The CARE Authority does not expect to assert intellectual property rights related to inventions, discoveries, and/or copyrights that result from the work of an investigator recruited under the CARE Distinguished Researcher program.

The CARE Authority, however, does expect such inventions, discoveries, and or copyrights to be reported to the Authority.

4. SPENDING & BUDGET Guidelines for Grantees

Grant funding provided through the CARE Distinguished Researcher Program is intended to leverage and augment other non-state funding to successfully attract and retain best-in-class researchers, and to accelerate the accomplishment of their research vision or plan. The CARE Authority encourages grantees to utilize CARE Funding in such a way that recruitment, retention and additional leveraged research funding is maximized. As such, the following set of principles have been established to accomplish those efforts.

- 1) Direct costs for PI salary, laboratory staff, supplies, non-capital instruments, equipment, materials and animal-related tied to the research plan are all allowable. Other costs associated with unique recruitment efforts to attract talent to Washington State will be considered. Costs will be evaluated based on clear demonstration that such expenditures are in fact additive, leveraged and necessary to enable successful recruitment.
- 2) Grant expenditures may be spread over a period of up to 5 years. Annual reporting on key high-level metrics such as research accomplishments, additional leveraged research funding, and job creation will be requested for each year of active grant funding, as well as 2 years post grant close-out. (These reporting requirements are not intended to be burdensome to the grantee, but rather high-level, and illustrative of the important leveraging effect achieved by public investment in important cancer research efforts).
- 3) CARE Funds are intended to advance cancer research efforts, and therefore may not be used to pay for expenses related to PI community service, teaching, or clinical activities.

5. MATCHING FUNDS Guidelines for Applicants and Grantees

Recruiting organization must demonstrate proof of non-state matching financial support of a minimum of 1:1 (e.g., if requesting \$300,000, applicant must demonstrate proof of not less than \$300,000 in non-state match). Each grant awarded through the CARE Distinguished Researcher program is limited to a maximum of \$500,000 total.

Proof of non-state or private matching contributions may be accomplished by either:

- Evidence of deposit into the CARE Fund, OR;
- A written, binding, enforceable agreement from the contributor that commits an equal or greater amount of non-state or private contributions to the CARE fund, and that acknowledges that the state match CARE funds are contingent upon this contribution.

Funds from Federal sources are considered “non-state” funds, and therefore are eligible to count as matching funds, as long as the above proof can be provided.

All funding from the CARE Fund is contingent upon availability of funds appropriated by the Washington State legislature and secured by other sources.

6. ELIGIBILITY for Applying for and Receiving a CARE Grant, Applicants

As stated in RCW 43.348.040 (1), the purpose of the CARE “program is to make grants to public and private entities, including commercial entities, to fund or reimburse the entities pursuant to agreement for the promotion of cancer research to be conducted in the state.” Therefore, institutions of higher education, non-profit and commercial entities are eligible to apply for CARE grants. Grant-related activity must occur in its entirety within the State of Washington, unless otherwise included in the project’s statement of work and approved in advance by the Program Administrator.

Applicant organizations may submit multiple applications for the same funding round.

Receiving a CARE grant is conditional on the applicant executing a CARE Grant Award Agreement.

MEMORANDUM OF UNDERSTANDING

Between the Cancer Research Endowment (CARE) Authority and Empire Health Foundation

This Memorandum of Understanding (MOU) is made and entered into by and between, the Cancer Research Endowment (CARE) Authority, hereinafter referred to as "CARE" and Empire Health Foundation, hereinafter referred to as "EHF".

I. PURPOSE

The purpose of the MOU is to clarify the role and authority of EHF as the Program Administrator for CARE grants to ensure that grant awards are implemented and carried-out in accordance with the intent outlined in RCW 43.348.005.

II. STATEMENT OF AUTHORITY

Grants awarded from the CARE Fund are agreements between CARE and grantees. EHF will serve as the grant administrator, undertaking activities approved by the CARE Board, and is not a party to the agreement. The CARE Board will maintain its authority to sign grant award letters and terminate agreements. As such, the CARE Board authorizes EHF to enforce the terms of grant award agreements on its behalf, to include but not be limited to:

1. Receiving all grant-related communications from grantees;
2. Disbursing CARE funds to CARE Board-approved grantees;
3. Approving and denying material changes to previously approved grant activities;
4. Approving and denying grantees' request to extend the grant period to spend funds for approved activities;
5. Approving and denying grantees' request to use budget surplus funds for new activities that are consistent with the nature and goals of the previously approved activities;
6. Approving and denying grantees' budget modifications;
7. Collecting, monitoring, and evaluating all financial, progress, post-award, and invention reports from grantees;
8. Monitoring, evaluating, and enforcing grantee compliance with CARE's Conflict of Interest Policy;
9. Requesting and reviewing documentation of review and approval by the appropriate oversight body for human subjects and live vertebrate animal activities in grant activities;
10. Approving equipment purchases when required by grant agreement;
11. Communicating grant award termination to grantees and carrying out the terms of termination;
12. Receiving CARE funds from grantees who are required to payback grant funds;
13. Taking title for equipment from grantee after termination of grant agreement;
14. Auditing grantees' financial records related to the grant; and
15. Enforcing all grant award terms of agreement between CARE Board and grantees.

III. DURATION OF MOU

This MOU is at-will and may be modified by mutual consent of authorized officials from CARE and EHF. This MOU shall become effective upon signature by the authorized officials from CARE and EHF, and will remain in effect until modified or terminated by any one of the partners by mutual consent.

IV. MODIFICATIONS

Changes to EHF's authority in administering CARE grants shall be made by the issuance of a bilaterally executed modification.

V. PRINCIPAL CONTACT

CARE Authority

Name: Fred Appelbaum

Title: Board Chair

Address:

Telephone:

Empire Health Foundation

Name: Sarah Lyman

Title: Vice President of Strategy & Operations

Address: PO Box 244, Spokane WA 99210

Telephone: 509-315-2314

THE PARTIES HERETO have executed this agreement as of the date of the last signature on this instrument.

CARE Board Authorized Representative

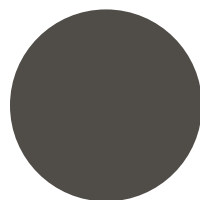
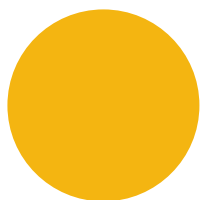
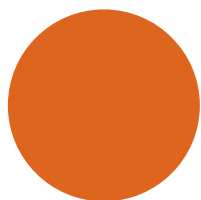
Name / Date

Empire Health Foundation Representative

Name / Date



Primary
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