



PROGRAM GUIDELINES AND APPLICATION INSTRUCTIONS SU2C DIVERSITY IN EARLY DEVELOPMENT COMMUNITY ENGAGEMENT GRANT

ABOUT THE COMMUNITY ENGAGEMENT GRANT AWARD

The Stand Up To Cancer (SU2C) Diversity In Early Development Community Engagement Grants support grassroots level engagement to increase participation in early development clinical trials among minority and traditionally underrepresented populations. Two-year grants ranging from \$50,000 to \$100,000 will be Diversity In Early Development Community Engagement Grant Program awarded to organizations located in the communities where the SU2C Diversity in Early Development Teams are conducting their research – Chicago, IL, Dallas, TX, Los Angeles, CA and Philadelphia, PA. In doing so, community engagement grant recipients will support the program’s efforts to increase clinical trial participation in their respective communities. We are particularly interested in community engagement strategies and practices that can be replicated and sustained after the funding period has ended.

ABOUT THE SU2C DIVERSITY IN EARLY DEVELOPMENT TEAMS

Through the Diversity in Early Development Clinical Trials Program, which is a part of SU2C’s [Health Equity Initiative](#), research teams from Chicago, Dallas, Los Angeles and Philadelphia will bring together key stakeholders who are deeply connected to communities that are underrepresented in cancer clinical trials. By integrating social and behavioral determinants of health, community engagement and outreach, and cancer biology, prevention and treatment, the teams will address each of their local region’s needs while sharing lessons learned to ensure the broadest impact. SU2C will provide each team with dedicated support for community awareness and outreach to engage specific communities and the public in this critical effort.

The four Diversity in Early Development Clinical Trials Research Teams will work independently on the following studies while also sharing strategies and learnings across their efforts.

- **Create a Randomized Recruitment Study:** This team from the University of Chicago will focus on enhancing diversity in early phase clinical trials in an urban underserved community, namely Chicago’s Southside. To address the under-representation of Black cancer patients in clinical trials, the team is proposing to conduct a randomized trial to determine if employing new methods of patient outreach alone, or in conjunction with community outreach, enhances clinical trial enrollment above and beyond outreach conducted only by the treating physician. Led by Walter Stadler, MD, and co-led by Briseis Aschebrook-Kilfoy, PhD, the team plans to reach out to patients potentially eligible for more than 130 available clinical trials at the University of Chicago Comprehensive Cancer Center (UCCCC). The team will use a combination of personal outreach by physicians and community ambassadors as well as digital communication methods such as electronic health record messaging, email and text messaging. Physicians will receive training on culturally appropriate communication by working with community-based organizations and a community hospital within the UCCCC system that serves a predominantly Black patient base. The goal of the study is to build upon established community relationships and triple diverse participant clinical trial enrollment.
- **Examine Existing Structures To Find Improvements:** This team from the University of Southern California will focus on three tactics to improve diverse recruitment for early phase cancer clinical trials: engage oncology care providers in a safety net hospital system to identify the referral barriers that currently exist and how those barriers can be addressed; explore the

feasibility of remote clinical trials in communities where time and distance from accessible care and transportation to appointments are the key barriers; and examine the collected information and apply processes such as increasing targeted communication between providers and patients, and promoting trial awareness through community engagement events, in outpatient clinics and on social media platforms. Led by Anthony El-Khoueiry, MD, and co-led by Chanita Hughes Halbert, PhD, the transdisciplinary team's goal is to improve the clinical trial recruitment process at the patient level, the provider level and the overall system level.

- **Identify and Overcome Specific Barriers:** This team from The Research Institute of Fox Chase Cancer Center will focus on accelerating and diversifying access to clinical trials. Their approach to improve access to early phase clinical trials, specifically in the predominantly underserved North Philadelphia community, includes three main goals: develop infrastructure and personnel to extend early phase clinical trials; provide extensive patient support and services for early phase clinical trial participants; and leverage community and patient engagement to increase education while integrating existing services to support clinical trial participation. This team, led by Martin Edelman, MD, and co-led by Linda Fleisher, PhD, anticipates a 20% increase in accrual to early phase cancer clinical trials as a result of this program, resulting in a positive influence on the overall quality and delivery of care.
- **Implement a Program for Screening, Recruiting, and Enrolling Patients:** This team from the University of Texas Southwestern Medical Center will implement a program to screen and recruit patients from a safety-net medical system, then enroll them in early phase cancer clinical trials at a university-based National Cancer Institute-designated cancer center. The team, led by David Gerber, MD, and co-led by Chika Nwachukwu, MD, PhD, aims to promote diverse and equitable access to early phase cancer clinical trials for patients from the Dallas area, which is critical to informing the development of new cancer therapies.

APPLICATION DEADLINE (see Application Instructions below)

The Full Application shall be submitted by **Friday, March 24, 2023**, at 12:00pm noon Eastern Daylight Time at <http://StandUpToCancer.org/CommunityEngagementGrant>. Award winners will be notified on or before May 5, 2023.

APPLICATION WEBINAR

A webinar providing an overview of the program and the application process will be held on Friday, March 3, 2023 at 11:00am Pacific / 2:00pm Eastern via Zoom. **Please RSVP for the webinar** by emailing advocacy@su2c.org with the subject line "Community Engagement Grants Webinar."

GRANT AMOUNTS

SU2C will provide two-year grants ranging from \$50,000 - \$100,000 to organizations that will develop new or implement existing community projects/programs to increase awareness, access and participation in early development clinical trials in collaboration with the SU2C Diversity in Early Development Dream Teams from University of Chicago Comprehensive Cancer Center (UCCCC), University of Texas Southwestern Medical Center, University of Southern California and Research Institute of Fox Chase Cancer Center. The proposed projects must be aligned with our mission to support community efforts within the geographic regions of the Dream Teams in Chicago, Dallas, Los Angeles and Philadelphia. Awarded projects are selected through a competitive review process. In the budget section of the application, please specify the exact amount you are requesting.

RESOURCES AVAILABLE TO GRANTEES

- SU2C Produced Educational and Awareness Videos, Infographics and other Materials
- Additional resources will also be made available. These will include educational brochures and videos, developed by the American Cancer Society, Center for Disease Control and Prevention, FDA's Oncology Center of Excellence and NCI's Center to Reduce Cancer Health Disparities.

ELIGIBILITY

The following organizations are eligible to apply for this award:

- Organizations willing to participate in quarterly check-in calls with the Dream Team and Grantor.
- Nonprofit organizations that operate on the local level (or are an affiliate/chapter of a larger organization that operates locally) and directly benefit the catchment area of the institution participating in the SU2C Diversity in Early Development Dream Team.
- Organizations that have a sustainable operating budget for the duration of the grant.
- Organizations that have been in operation for at least one year.
- Nonprofit organizations that are exempt under Section 501(c)3 of the Internal Revenue Code.
- Independent sponsored projects of a nonprofit 501(c)3 organization acting as a fiscal sponsor.
- Government and public agencies.
- Tax-exempt tribal organizations and fraternal or social organizations.

What type of projects are considered ineligible?

- Projects that are not aligned with the mission of Stand Up To Cancer and the purpose of the Community Engagement Grants program.
- Projects of organizations not based in the United States or US Territories.
- Projects of for-profit organizations.
- Projects that include fundraising events.

APPLICATION INSTRUCTIONS

APPLICATIONS

Only one application may be submitted by an organization. Applications will be submitted through the ProposalCentral website at <http://StandUpToCancer.org/CommunityEngagementGrant>

A complete proposal will require:

- All required fields to be filled out on the ProposalCentral application website
- Upload of the Organization Details and Background document (see below and Application Template for details)
- Upload of the Proposal Narrative document (see Application Template for details)
- Upload of the Milestones and Deliverables Worksheet (see below and Milestones Worksheet for details)
- Upload of Proof of Tax-Exempt Status (see below for details)
- Upload of the References document (see below and Application Template for details)
- Upload of the Budget Justification document (see below and Application Template for details)

The Application Template in Microsoft Word format and the Budget Worksheet in Microsoft Excel format can be downloaded from the website:

<http://StandUpToCancer.org/CommunityEngagementGrant>.

Full Applications must be submitted via ProposalCentral on or before 12:00pm noon Eastern Daylight Time on **Friday March 24, 2023**

Organization Details and Background

In one (1) page, briefly describe your organization. Include whether or not your organization applying for funds is part of a larger network of organizations or “Parent” or “Umbrella” organization:

- Mission
- History of Organization
- Major Accomplishments
- Current Programs

A template is provided in the “Application Template” document available for download from the ProposalCentral website. The template is provided in Microsoft Word format, but the completed document must be uploaded in PDF format.

Proposal Narrative

In two (2) pages, provide an explanation of the relevance of the project or program to SU2C’s funding interests, goals, and objectives. Describe how the grant award would fill an unmet need for community-level cancer clinical trial awareness and activities in your geographical area. Describe the following:

- Target audience
- Goals and objectives (bulleted list)
- Strategies to implement goals
- Expected outcomes and impact of the project
- How outcomes and impact will be measured
- Why the organization expects that the project will be successful
- How the organization envisions working with their respective Dream Team from their geographic area

A template is provided in the “Application Template” document available for download from the ProposalCentral website. The template is provided in Microsoft Word format, but the completed document must be uploaded in PDF format.

Milestones and Deliverables Worksheet

SU2C projects are reviewed twice yearly by an external team of experts to assess progress towards stated milestones and deliverables and to offer assistance and guidance when appropriate. The Milestones and Deliverables Worksheet delineates intermediate goals and objectives throughout the term of the grant. Entries on the Worksheet should correspond with the goals and objectives stated in the Proposal Narrative.

A template is provided in the “Milestones and Deliverables” document available for download from the ProposalCentral website. The template is provided in Microsoft Excel format and may be uploaded in the same format.

Proof of Tax-exempt Status

Documentation must be included that proves tax-exempt status of the applicant organization or parent organization. Attach your organization’s IRS determination letter or other official documentation verifying your status as a nonprofit, academic institution, government agency, tribal organization, social or fraternal organization. The name of the organization must match the name on the letter.

There is no page or document limit. Please upload all documents in PDF format.

References

Due to the page limits on the Organization Details and Background document and the Proposal Narrative document, we allow any references to be included in a separate document. Please make clear which document each reference is associated with. There is no page limit. Please upload in PDF format.

Budget Justification

This document is meant to provide additional clarity to the entries in the budget section of the proposal. It can be uploaded either on the “Attachments” page or the “Budget Detail” page of the ProposalCentral application. All expenses including personnel should be directly related to the project. Be clear about what the funds would cover if the project were to be funded. Reviewers will evaluate the budget. Please specify the exact amount you are requesting between \$50,000 - \$100,000 over the two-year period.

Changes to the Application

Following the submission of an application, the Grantee should notify SU2C in writing of (1) any changes to organization name or key personnel listed as part of the grant application including name, address, email, or phone number, (2) withdrawal of the application for any reason.

Notification

Award winners will be notified on or before May 5, 2023.

INQUIRIES

Inquiries about the program guidelines, eligibility requirements, and application materials can be directed to the SU2C Advocacy Office at:

Phone: 424-283-3671

Email: advocacy@su2c.org

ABOUT STAND UP TO CANCER

Stand Up To Cancer® (SU2C) raises funds to accelerate the pace of research to get new therapies to patients quickly and save lives now. SU2C was established in 2008 by media and entertainment leaders who utilize these communities’ resources to engage the public in supporting a new, collaborative model of cancer research, to increase awareness about cancer prevention, and to highlight progress being made in the fight against the disease. More than 3,000 scientists representing more than 240 institutions are involved in SU2C-funded research projects. SU2C is a division of the Entertainment Industry Foundation (EIF), a 501(c)(3) charitable organization. For more information on Stand Up To Cancer, visit StandUpToCancer.org.

SU2C HEALTH EQUITY COMMITMENT STATEMENT

Stand Up To Cancer is committed to eliminating barriers of access to state of the art screening, diagnosis and treatment for all cancer patients. In doing so, with mounting evidence for the need to develop precision medical treatment and intervention solutions to serve diverse patient populations, we are actively engaged in changing the health equities landscape by supporting expanding diversity with the

inclusion of historically underrepresented racial and ethnic minority populations into clinical trials that we fund. We are especially interested in supporting clinical trials and research studies that have developed successful strategies, measurable outcomes, and robust outreach plans to feasibly and effectively include these populations into these studies.

EVALUATION OF APPLICATIONS

The SU2C Diversity in Early Development Community Grant Selection Committee will review the applications for the community engagement grant. The Selection Committee consists of highly accomplished experts and members of the respective Research Teams. The Selection Committee will consider and determine grant recipients based on their eligibility and ability to successfully meet project criteria and goals.

GRANT TERMS

Changes to application. Applicants are not allowed to change the project proposed in the application. If changes are necessary, prior written approval from SU2C is required.

Contracts. A Grant Agreement will be executed between SU2C and the Grantee.

Commencement. The Grantee will commence work upon execution of the contract agreement. SU2C retains the right to terminate the grant if the research project is not commenced in a timely manner.

Budget. Applicants may apply for total support ranging from \$50,000 - \$100,000 over a 2-year term. The templates provided with the grant application should be used to complete a detailed budget.

Use of Funds. Grant funds may be used for direct expenses attributable to the proposed project, which may include:

- A percentage of the salary and benefits expenses (limited to 10 percent of the total budget).
- Equipment and supplies.
- Travel expenses relevant to the project.
- Expenses related to the dissemination of information and/or resources related to the project.

Payments. The payment schedule between the Grantee and SU2C will be delineated in the contract agreement after awarding of the grant.

Reporting Requirements. Grantee to provide a two-page status report on a semi-annual basis in conjunction with the semi-annual progress reports submitted by the SU2C Diversity in Early Development Team.

SU2C may withhold release of any or cancel future Grant Funds until the reports have been filed and approved. Failure to address deficiencies, meet grant requirements, or achieve the pre-defined work related to the project may result in discontinuation of the grant.

SU2C will share copies of reports and may provide these materials, at their discretion, to other funders that have provided financial support for the grant and may use all or portions of the report for public dissemination, such as within SU2C newsletter or websites, or in other similar manners.

Publications and Acknowledgment of Support. Any publications resulting from work funded in whole or in part by the grant must cite SU2C as funders in the acknowledgment. The contract between SU2C and the Grantee will contain exact wording. Copies of such publications shall be forwarded to SU2C after acceptance, but before publication.

Insurance. Insurance shall be maintained by the Grantee for professional liability and comprehensive general liability insurance, on an “occurrence” basis, against claims for “personal injury” liability, including bodily injury, death or property damage liability. Such insurance shall be primary and noncontributory with any other insurance carried by SU2C and shall provide appropriate waivers of subrogation against SU2C, and its directors, committee members, employees, affiliates and agents.

Notification of Changes. It is the responsibility of the Grantee to notify SU2C immediately of any changes to the organization that may affect the funded project. SU2C may not accept proposals to change the project from that described in the application and may terminate the grant.