



New Jersey Commission on Cancer Research (NJCCR)
New Jersey Department of Health

Request for Applications (RFA) 2025
(Amended 12/11/2023)

- Bridge Cancer Research Grants (RBG)
- Pediatric Cancer Research Grants (PRG)
 - Pilot Cancer Research Grants (PPR)
- Postdoctoral Fellowship Grants (PDF)
- Predoctoral Fellowship Grants (PRF)

Important Dates

RFA Release	November 6, 2023
Mandatory Technical Assistance meeting (9:00 AM-11:00 AM)	December 8, 2023
Mandatory Letter of Intent *	December 22, 2023
Application Due in SAGE 4:00 PM	March 1, 2024
Notice of Grant Award	June 28, 2024
Project Start Date	July 1, 2024

* The letter of intent (LOI) is required for all grant applications. Letters of Intent form which is provided in the [Appendix 3](#) must be sent to the NJCCR email: njccr@doh.nj.gov by December 22, 2023. See RFA for details.

** All grant applicants that are planning to submit a Letter of Intent (December 22, 2023) and attend the Technical Assistance (TA) virtual meeting held on December 8, 2023 (9:00 AM – 11:00 AM). This TA meeting will provide an opportunity for potential applicants to review, clarify and ask questions about the RFA and SAGE (Online grant application platform). Details for the Technical Assistance will be announced on the NJCCR website found at: <http://www.state.nj.us/health/ces/cancer-researchers/njccr>*

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Introduction

Cancer exerts a significant toll on the residents of New Jersey, emerging as the second leading cause of death in the state, surpassed only by heart disease. In 2020, a staggering [15,564](#)¹ lives were claimed by cancer. Notably, certain subpopulations within New Jersey experience cancer as the primary cause of death, particularly individuals aged 45 to 64 and those of Asian racial background. Projections from the American Cancer Society indicate that the burden of cancer will persist, with an estimated [56,150](#)² new cases expected to be diagnosed in 2023. Tragically, it is anticipated that [15,230](#)² individuals will succumb to this relentless disease. These statistics underscore the pressing need for comprehensive cancer research on prevention, early detection, and treatment to alleviate the profound impact of cancer on the people of New Jersey.

The mission of the New Jersey Commission on Cancer Research (NJCCR) is to: ensure that the citizens of New Jersey receive the fullest benefit of our nation's fight against cancer through the promotion and funding of research into the causes, prevention, survival, and treatment of cancer.

The NJCCR, was established on January 17, 1983, with the passage of the “Cancer Research Act” by the New Jersey State Legislature. Its central mission is to promote significant and original research in New Jersey into the causes, prevention, and treatment of cancer. The NJCCR functions as an independent body and serves as an important resource to providers and consumers of cancer services in the State.

Program Objectives

NJCCR's primary goals are:

- To support meritorious research projects that advance the understanding of prevention, diagnosis, treatment, and survivorship of cancer.
- To support the progression of research from bench to bedside.
- To enhance the reputation of New Jersey as a leader in funding cancer research.
- To facilitate the initiatives of New Jersey scientists to obtain grants from sources such as the National Institutes of Health (NIH).
- To support promising investigators experiencing a short-term interruption in funding for research focused on cancer prevention, diagnosis, treatment, and survivorship.

¹ Data source: New Jersey Department of Health State Health Assessment Data (2023). Cancer Death Trends. Retrieved from <https://www-doh.state.nj.us/doh-shad/indicator/view/CancerDeath.Trend.html>

² Data source: American Cancer Society (2023). Cancer Statistics Center. Retrieved from [https://cancerstatisticscenter.cancer.org/?_ga=2.246348864.559679642.1688571393-1607041251.1686158342&_gl=1*3t3mkn*_ga*MTYwNzA0MTI1MS4xNjg2MTU4MzQy*_ga_12CJLLFFQT*MTY4ODU3MTM5NS4zLjEuMTY4ODU3MTQxMi4wLjAuMA..#/#/](https://cancerstatisticscenter.cancer.org/?_ga=2.246348864.559679642.1688571393-1607041251.1686158342&_gl=1*3t3mkn*_ga*MTYwNzA0MTI1MS4xNjg2MTU4MzQy*_ga_12CJLLFFQT*MTY4ODU3MTM5NS4zLjEuMTY4ODU3MTQxMi4wLjAuMA..#/)

More specifically, the NJCCR works to:

- Advance the field of scientific cancer research in New Jersey by encouraging established scientists to apply their expertise to cancer research.
- Foster collaborative, interdisciplinary approaches to cancer research.
- Nurture future generations of cancer researchers by supporting scientists and pre-doctoral and post-doctoral fellows.
- Disseminate the research findings at the Commission's annual symposium.
- Update the NJCCR directory of all cancer research projects in the State.

Historically, the NJCCR has approved research projects that focus on the genetic, biochemical, viral, microbiological, and environmental causes and treatment of cancer. These projects may include, but are not limited to, behavioral, socio-economic, demographic, and psychosocial research, as well as research that focuses on pain management and palliative care for persons diagnosed with cancer.

Eligibility

Qualifying Entities

A "Qualifying Research Institution" (QRI) shall mean a medical institution, hospital, academic institution, research organization, public or private institution, state, or local government agencies or other entity located in the State of New Jersey, with a demonstrated ability to conduct grant-funded cancer research. The QRI shall have established procedures to receive and administer Federal and State grants, including a Grant Administration Office (or equivalent) that is responsible for overseeing grant programs and procedures for the protection of human subjects and an Institutional Review Board (IRB) that will approve the proposed activities. All QRI must be located in New Jersey.

The NJCCR requires that the organization of a grant applicant be approved as a "Qualifying Research Institution" (QRI) PRIOR to the submission of a grant application. The list of QRI is provided in the [Appendix 2](#). If your organization or institution is not in the list, please contact NJCCR@doh.nj.gov or by mail to The New Jersey Commission on Cancer Research, Office of Research Initiatives, 25 S. Stockton St. 2nd Floor Rear, Trenton, NJ 08625.

Qualifying Individuals

Candidates must be affiliated with the qualifying entities and hold a Ph.D., M.D., D.O., or equivalent graduate degree for all grant applications except for Predoctoral Fellowship awards. Applicants are required to adhere to and complete the designated project period and MUST attend the NJCCR Annual Symposium to be held on November 20, 2024. Relevant, additional qualifying criteria are listed in the respective grant award section.

Protection of Human Subjects and Genomics Information

The NJCCR requires compliance with the NIH, the Health and Human Services (HHS) [Office for Human Research Protections](#), and institutional guidelines defined for the protection of human subjects in research. Compliance with NIH regulations for the protection of human subjects and the inclusion of women, children, and minorities in clinical studies is required for all grants.

Violations of these regulations and guidelines MUST be reported and reviewed by the appropriate institutions and the NJCCR, including but not limited to the Institutional Review Board (IRB) overseeing the research, the associated institution, and the laboratory's senior scientist. The NJCCR shall have the right to arrange for observation and/or auditing without prior notice of any research activity and research records associated with research funded by the NJCCR.

It is the responsibility of the applicant as a potential recipient of a NJCCR grant to maintain the rights and welfare of all human subjects as well as the proper care and treatment of all laboratory animals used in any NJCCR sponsored research. Any applications involving human subjects must be reviewed and approved by the appropriate institutional review board. Similarly, any applications involving laboratory animals must be reviewed and approved by the appropriate Institutional Animal Care and Use Committee.

Grantees are strongly encouraged to share data with the National Health Data Archive (NDA) if it is compatible with the design of the research project. The NDA has sample language for informed consent, as well as other resources that may be utilized.

Research Grants Available

To advance its mission, the NJCCR is offering five (5) types of cancer research grant awards that include the following:

1. NJCCR Research Bridge Grant (COCR25RBG)

The NJCCR Research Bridge Grant Award will support two (2) years research projects up to a maximum of \$200,000. Salary for the PI is not allowed under this grant however funding can be used for necessary research support staff. Fringe benefits are allowed up to 12% of the support staff's salary. This award is designed to enhance cancer-related research at New Jersey institutions by providing funding to motivated and productive investigators who anticipate a short-term interruption in funding for research projects focused on cancer prevention, diagnosis, treatment, and survivorship. The goal of the program is to strengthen the competitive position of a faculty member whose extramural grant application was reviewed and scored highly but not funded. It is anticipated that this funding will position New Jersey investigators to compete for future NIH grant awards and/or other federal grants.

Additional Qualifying criteria for Research Bridge Grant Qualifying Individuals

- Candidates **MUST** have submitted a major federal grant (over \$150K per year in direct costs) in the 18 months preceding this application, and that grant **MUST** have received a score (triaged proposals will not be considered for bridging).
- Candidates **MUST** have a full-time faculty appointment (Tenure Track or Non-Tenure-Track Faculty). Postdoctoral associates, teaching and research assistants, coadjutant appointees, clinical, and adjunct faculty defined as part-time positions, and visiting faculty member are not eligible to apply.
- Individuals are permitted to submit only one application per grant cycle.

Note: If the submitted project has been funded by another organization after submission to this program, the Principal Investigator (PI) must promptly notify the NJCCR who may require the PI to relinquish all unobligated funds.

2. NJCCR Pediatric Research Grant (COCR25PRG)

The NJCCR Pediatric Research Grants will support two (2)-year research projects, providing a maximum funding of \$200,000. A fringe benefit rate of up to 12% will be applied to the allocated salaries. The NJCCR Pediatric Research grants are intended to encourage and support projects that address causes, prevention, education, treatment, or cure of pediatric cancer as well as address the symptoms or effects that pediatric populations encounter after completing cancer treatment.

Institutions targeting the NIH directed research referencing the Childhood Cancer STAR (Survivorship, Treatment, Access, and Research) Act (Public Law No. 115-180), Childhood Cancer Data Initiative (CCDI) and, or other broad range cancer research aimed at this population will be given preference.

3. NJCCR Pilot Program Research Grant (COCR25PPR)

The NJCCR Pilot Program Research Grant funding will support research projects up to \$100,000 for no more than two (2) years, with a fringe benefit rate up to 12%. The NJCCR Pilot Program Research Grants are designed to support cancer research projects that address current priority areas related to:

- Cancer Health Disparities (No Clinical Trials) e.g., the disparity in adult cancer rates among ethnic minorities.
- Impact of COVID-19 on access, disease progression, treatment, and outcomes of persons with cancer.
- Palliative Care, Pain Management (e.g., medical marijuana).
- Psychosocial effects of cancer (e.g., social determinants of health, effects on caregivers, mental health).
- Immunotherapy/biologics for cancer.

4. NJCCR Postdoctoral Fellowship Grant (COCR25PDF)

The NJCCR Postdoctoral Fellowship Grant provides fellowship awards, to retain scientists who have devoted their careers to cancer research within New Jersey. The NJCCR Postdoctoral Fellowship Grant funding will support research projects up to a total of \$200,000 for no more than two (2) years. A stipend of \$65,000 per annum inclusive of fringe benefits up to 12% is allowed to the Postdoctoral candidate. The remainder of the dollars is for research-related expenses. However, institutions may supplement stipends, but not with other full-time fellowship awards or other NJCCR funding. Awards are made to institutions for the support of the Fellow under the direct supervision of a Sponsor. Candidates who have already accepted another postdoctoral research fellowship award are not eligible.

Additional Qualifying criteria for Postdoctoral Fellowship Grant

- Appropriate degrees must be awarded before activation of the award.
- Candidate must be accepted for postdoctoral training under the supervision of an appropriate sponsor at a research institution in New Jersey.
- Applicants must hold a doctoral degree (Ph.D., M.D., D.O., or the equivalent) and have **No More Than Five (5) Years** of relevant research experience since receiving their doctoral degree.
- Candidates pursuing second training fellowships, will NOT be supported under this award.

5. NJCCR Predoctoral Fellowship Grant (COCR25PRF)

The NJCCR Predoctoral Fellowship Grant provides fellowship awards, to attract and retain talented scientists who wish to pursue a career in cancer research in New Jersey. The NJCCR Predoctoral Fellowship Grant funding will support research projects up to \$100,000 for no more than two (2) years. Awards are made to institutions for the support of the Fellow under the direct supervision of a Sponsor. Candidates who have already accepted another research fellowship award are not eligible. Predoctoral Fellowships provide a stipend of \$40,000 per annum inclusive of fringe benefits up to 12%.

Additional Qualifying criteria for Predoctoral Fellowship Grant

- Applicants must provide proof of U.S. citizenship or legal resident of the USA (green card holder), and full-time graduate students must be enrolled in a proposed course of study directly related to cancer.
- Candidates must be accepted for training under the supervision of an appropriate Sponsor at an NJ state academic institution or research facility in New Jersey.
- Applicants may not serve as teaching assistants while holding an NJCCR fellowship without permission.
- Candidates pursuing second fellowships will not be supported under this award.

- The NJCCR prefers to support predoctoral candidates who have almost completed course work and are concentrating on research projects that involve at least 80% of their time.

Application Requirements

The applicant **MUST** submit all required documents in **Adobe pdf format**. There can be **NO** exceptions to this requirement. The applicant **MUST** submit the [Letter of Intent \(LOI\)](#) and participate in the technical assistance presentation before submitting the grant proposal. Once the Letter of Intent is confirmed, the applicant can upload required document into the submission website (SAGE).

Please refer to the table in the [Appendix 1](#) to see the checklist of the required document(s) for each type of grant and the page limits. Grant proposals with missing required documents will not be reviewed. Details of some of the required documents are as follows:

1. **Letter of Intent:** A LOI is required and **MUST** be submitted on or before December 22, 2023, and sent via email to NJCCR (njccr@doh.nj.gov) before accessing SAGE; with a “Notice of Intent to Apply” on the email’s Subject Line and formatted in PDF. The LOI form is available in [Appendix 3](#).
2. **Biographical Sketch:** List the biographical sketches of all key personnel using the standard [NIH format](#) and include current and relevant past research funding of the PI.
3. **Description of Research Project**
 - a. **Lay Abstract:** Describe your research in simple, non-technical language that is understandable by a person not trained in science and cancer. This abstract **MUST** reflect a lay person description of the proposed cancer research and, if the award is granted, it will be used in press releases, public announcements, and various publications.
 - b. **Abstract and Proposal Narrative**
 - **Project Summary/Abstract:** A succinct and accurate description of the proposed work describing the hypothesis, goals and significance of the research to cancer.
 - **Specific Aims:** These are broad statements of the focus and desired outcomes of the research, or the general intentions of the research, that “paint a concise picture” of the research project.
 - **Research Strategy:**
 - **Significance:** This section describes the rationale for conducting the research. Overall, this section answers several questions: Why is this work important to the field of cancer? What are the implications of doing this work? Translational opportunities? How does this work link to other research?
 - **Preliminary Studies/Data:** This section should describe any preliminary

studies that serve as the foundation for the proposed study; however, preliminary studies are not required.

- **Research Design:** Describe the strategy that will be used to direct the research and address the specific aims.
4. **Resubmission or Revision Application:** Provide a statement outlining how you incorporated and responded to the feedback and suggestions provided by the reviewers in original proposal.
 5. **Budget and Budget Justification:** Provide detail information on how the funds requested for the research will be used in the SAGE. When preparing the budget, carefully review the "[Use of Funds](#)" and "[Funding Restrictions](#)" sections provided later in this document to ensure compliance with the guidelines and limitations associated with the funding source.
 6. **For Bridge Grant only:** Provide a copy of the grant application that was scored but not funded for which bridge support is requested as an **ATTACHMENT**. In addition to grant application please provide following information.
 - The Summary statement or review sheet.
 - One (1) page description of how reviewer comments have been addressed in the application and how the funding will be used to enhance competitiveness at resubmission.
 - Other Support – List all external and internal research support regardless of relevance to this application, including pending applications. The following must be provided as listed:
 - a. Grant numbers
 - b. Title
 - c. Duration
 - d. Amount for the current year
 - e. Total value of the award
 - f. Source of support
 7. **Comments of Sponsor (Predoctoral and Postdoctoral Fellowship grant only):**
 - The RFA, requires “three (3) Letters of Reference/Recommendation” (LOR) from individuals other than the sponsor/mentor; to be attached to the application, and must be uploaded to the “References” section in the SAGE/Researcher Profile and labeled accordingly starting with the grant number followed by the name of the document e.g., COCR25PDF###_Reference form.
 - Sponsor and Co-Sponsor Statements:
 - a. All sponsor/mentor **MUST** be able to advance the applicant’s career and project with evidence of a strong mentorship relationship.
 - b. All sponsor/mentor **MUST** provide an individualized training plan on how they will support and assist the Principal Investigator and/or fellow (1 to 2 pages).
 - c. All sponsor/mentor must ensure the mentee fulfills a two-year research period.
 - d. All mentors/sponsors **MUST** include their Bio sketch.
 - e. All sponsor/mentor should use the National Institutes of Health, “Guidelines and Policies for the “Conduct of Research in the Intramural Research Program at NIH”

to serve as a reference for fellows and trainees. These Guidelines and Policies can be found at:

https://oir.nih.gov/sites/default/files/uploads/sourcebook/documents/ethical_conduct/guidelines-conduct_research.pdf.

- f. All sponsor/mentor must participate in the NJCCR Annual Symposium to be held in November 20, 2024.
8. **For Predoctoral Fellowship Grant only:** Proof of U.S. Citizen or legal resident (e.g., Passport, Green card, etc.).

Additional documents

Applicants are required to submit financial documents following the New Jersey Department of Health (NJDOH) Cost Controlling Initiatives. Failure to provide required documentation by the date of application submission will result in the application being deemed ineligible. Applicants must attach the documents below (in PDF format) to the application through SAGE:

1. Valid Internal Revenue Services (IRS) 501(c) (3) tax-exempt status.
2. Statement of Total Gross Revenue and/or Annual Report (if applicable). If the grant is less than \$100,000 and the agency does not receive any other funds from the state or federal government an audit report is not required. Agency should submit the Statement of Total Gross Revenue to determine if an audit report is required.
3. Tax Clearance Certificate is to be submitted. Application for Tax Clearance can be obtained at <http://www.state.nj.us/treasury/taxation/busasst.shtml> (fee of \$75.00 or \$200.00).
4. NJ Charities Registration: If your organization is registered with the NJ Charities Registration, then each year a “Letter of Compliance” from the Division of Consumer Affairs MUST be obtained. All registered charities MUST renew their registration annually. For more information contact the Division of Consumer Affairs. Forms can be found at: <https://www.njconsumeraffairs.gov/charities/Pages/default.aspx>
5. Indirect Cost Rate ($\leq 15\%$); Proof of Indirect Rate. Indirect Cost for the Bridge Grants is NOT applicable.
 - Policy on Protecting Human Subjects and Genomics
 - Salary Policy
 - Travel Policy
 - IRB Policy/Animal Care and Use policy
 - Telephone Policy
 - Computer Security Policy

Any additional documents that is not listed can be uploaded in the shared documents.

Format

The applications and attachments MUST follow these minimum requirements:

- Text Color: No restriction. Though not required, black or other high-contrast text colors are recommended since they print well and are legible to the largest audience.

- Font size: Must be 11 points or larger. Smaller text in figures, graphs, diagrams, and charts is acceptable, as long as it is legible when the page is viewed at 100%.
- Font Type: Arial, Calibri, Helvetica
- Type density: Must be no more than 15 characters per linear inch (including characters and spaces).
- Line spacing: Must be no more than six lines per vertical inch.
- Format: All files **MUST** be formatted in **Adobe PDF (not doc or any other format)** and concatenated.
- Information relevant to the application e.g., tables or graphs must be concatenated to the body of the application. Any additional document uploaded as the “Attachment” section in the SAGE must be **labeled using the grant number as a Prefix description**. For example, the submission of a resume for Pilot grant would be e.g., COCR25PPR_resume or Table 1 for Predoc would be COCR25PRF_Table1.

Application Submission Process

NJCCR will ONLY accept applications submitted electronically through SAGE, which can be found at: www.sage.nj.gov. Paper submissions will Not be accepted. Applications that do not meet the above criteria will be disqualified. Successful applicants will be notified of funding decisions on or about **June 28, 2024**.

SAGE Registration

Applicants MUST register with SAGE as a “New User” at the following website address www.sage.nj.gov. If you have previously established a user account, please do not complete this process again. Your organization information has already been established.

Instructions for each applicant to set up a user account on SAGE **MUST** be followed as noted below and completed to be considered for the grant award. You may also refer to [SAGE USER Guide](#) for any questions/concerns.

Set up New User SAGE Account

At the login screen, click on the New User link. Complete the **Contact Registration Information** form and click **SAVE**. All fields marked with an asterisk (*) are mandatory.

Username: Letters and numbers - 5 to 20 characters (*example: abattle1, alb12*)

Password: Letters and numbers - 7 to 20 characters (no special characters e.g., !@#% are allowed).

New User Validation

When the form is completed, you will be returned to the login screen. Notify your organization’s Agency Administrator or Authorized Official so they can validate you as a new user for your agency.

Please note you will not be able to log into SAGE until you are validated by your organization.

Validating Users (for Agency Administrators and Authorized Officials): An organization's Grant Agency Administrator (AA) or Authorized Official (AO) MUST give newusers access to SAGE. The following instructions are for AAs and AOs only.

Log into SAGE, scroll below **My Information** to **My Organization** and click on the name of your agency. Your agency's information will appear. Find and click on the **Members** tab. In the **Search** field, enter the name of the person you wish to add to your agency. When you locate the correct person check the box next to their name, select a **Security Role** from the dropdown menu, and enter a **Start Date**. Click **SAVE** to associate the user with your agency and validate them.

Instructions for Completing Sage Grant Application

1. Accept the NJDOH SAGE agreement after reading it in its entirety.
2. Click Save and next.
3. Click the "View Opportunities" button to begin the process to complete your grant application.
4. Select the appropriate grant opportunity.
5. Select "I Agree" to begin the application process.
6. Using the appropriate checkbox in the "Research Project Type" form, indicate the type of grant you are seeking (Bridge, Pediatric, Pilot, Predoc or Postdoc Grant).
Note: Years of Experience are not necessary to your application. Leaving the field blank will not affect your application.
7. If your application is a resubmission, select yes and proceed as required while saving your information.
8. To fill in the information in the "Organization Profile" form, you must select the check box located at the end and then hit "Save" to populate the information.
9. As you continue through the application, hit "Save" to save your information and check for any errors that need to be corrected before moving to the next form. Then hit "Next".
Note: You may also hover your mouse above the "Forms Menu" option at the top of the page to command each form of the application.
10. Using the forms menu drop-down menu is the best way to view which (if any) pages contain errors that will prevent you from submitting your application.
11. If you skip or miss a field that requires information input, you will be informed that you need to reenter the form to correct the mistake by either amending or adding the required information. SAGE will not allow you to submit your application if a mistake is detected.
12. PLEASE NOTE, you will not be able to submit your application unless all forms are

populated with the required information.

13. If any information is missing, A Red Box will appear indicating the page(s) that must be corrected before submission can occur.
14. You must have all attachments uploaded upon submission of your application.
15. Applicants should be cautious while utilizing the cut and paste functions of Word processing programs when transferring text into the narrative boxes in SAGE. SAGE does not recognize certain formatting, including some scientific notations, bullets, tables, graphs, and photographs.
16. when completing the text boxes in SAGE, it is required to attach the full proposal (abstracts and narrative) with tables, charts, and illustrations as a PDF document, uploaded in the “**Attachments**” section.
17. With SAGE, a “View PDF” button is available to automatically create a PDF. It is useful to review the PDF for accuracy before submitting your application. You can also print or saved to your computer for your reference.

If you encounter any problems completing your SAGE application, please contact the SAGE Help Desk Monday through Friday, 9:00 AM – 4:00 PM; (609) 376-8508 or njdoh.grants@doh.nj.gov.

Review Process

Grant applications will be judged on scientific and technical merit, relevance to the NJCCR's mission and priorities, clinical relevance, and interdisciplinary collaborations. The determination of grant awards will be made through two (2) levels of review:

1. Administrative Review (NJCCR office): Upon receipt, all grant applications will be reviewed by the NJCCR office for compliance with all applicable New Jersey State statutes and regulations, and to ensure completeness, and accuracy. In the event a grant application needs correction due to a budgetary issue, the applicant will be contacted to provide a revised budget.
2. Scientific Merit Review (Independent Scientific Merit Review Panel): An independent expert panel of scientific merit reviewers will evaluate grant applications, providing critiques and assigning scores. While their feedback and scores will be considered for funding decisions, the final authority to authorize grants rests with the NJCCR, as mandated by New Jersey Statute N.J.S.A. 52:9U-1.

Funding Availability, and Obligations

Approximately \$4,000,000 will be made available for all five (5) types of grants described in this document. These grants are two-years (2) awards ranging from \$100,000 to \$200,000 inclusive of a salaries/stipend, research allowance, and travel.

Multi-year awards are made through one-year contracts. **Each funding award within the funded period will be contingent upon the availability of funds and research progress.**

Compliance Requirements

Successful applicants MUST abide by all programmatic and fiscal requirements of the NJDOH, including:

1. Terms and Conditions for the Administration of Grants can be found at:
https://nj.gov/health/grants/documents/terms_conditions.pdf
2. General and specific grant compliance requirements issued by the granting agency.
3. Applicable Federal Cost Principles – State and Local Governments, Hospitals, and Educational Institutions – (copy available from the NJCCR office upon request)
4. Return of unspent grant funds within 30 days of cancellation or termination.
5. Immediate notification if the grant award is not accepted or if it is canceled before the expenditure of funds.

Notification of Funding Award

All applicants will be formally notified on the outcome of his/her application. This notification is anticipated to be **no later than June 28, 2024**. Contracts will be initiated shortly thereafter by the NJCCR and NJDOH. Non-funded applicants will also be notified. Anonymous reviews will be provided to both funded and non-funded applicants.

Use of Funds

Upon award, the recipient institution shall ensure that funds are immediately accessible and used for activities described in the approved application. Please refer to Subpart H of [Terms and conditions for Administration of Grants](#) for Allowability of Cost, which MUST be considered while planning and writing the research and budget development. Funds may be used to support:

- Equipment, supplies, or educational materials to conduct cancer research.
- Stipends, salaries, and fringe benefits of up to 12% across all grant categories to support research personnel; Research Bridge Grant only support support salaries/stipends for the support staff but does NOT support PI salaries/stipends.
- A 15% Indirect Cost (IC) is allowed but IC for the Bridge Grants is NOT applicable.
- Travel cost to conferences and trainings not to exceed \$1,200 annually.

Funding Restrictions

Recipients may **NOT** use funds for the following:

- Purchasing vehicles
- Food or refreshments
- Interest on loans for the acquisition and/or modernization of an existing building
- Tuition reimbursement for students
- Publications
- Construction
- Professional Memberships

Financial and Progress Reports

If the funding is approved, additional information regarding financial and progress reports will be included in the grant contract. Program Management Officers (PMO) and/or Grant Management Officers (GMO) must ensure that financial/expenditure report, progress report, and evaluation form are submitted in a timely and accurate fashion as stated in the grant contract. The progress report must be favorably reviewed by an independent scientific merit review panel and recommended to the NJCCR for continued funding.

Other Information

Acknowledgment of Support

All print, video, website, and audio materials related to the research grant or program (publications, conference presentations or patents filed) must identify and credit the NJCCR indicating "This research has been funded (or funded in part) by a grant (#XXXXXX) from the NJCCR". Copies or descriptions of all materials arising from the NJCCR **MUST** be submitted to the NJCCR. Please notify the NJCCR by emailing njccr@doh.nj.gov.

Indemnification

The applicant institution is solely responsible to keep, save and hold the state of New Jersey and the NJCCR harmless from all claims, losses, liabilities, expenses, or damages.

RFA Amendment

The original RFA 2025 (release on 11/6/2023) was amended to reflect following changes.

RFA Amendment Table (12/11/2023)

Original RFA 2025 (11/06/2023)	Amended RFA 2025 (12/11/2023)
<ul style="list-style-type: none">• Letter of Intent deadline 12/05/2023.	<ul style="list-style-type: none">• Letter of Intent deadline 12/22/2023.
<ul style="list-style-type: none">• Fringe benefits not allowed across all grant categories.	<ul style="list-style-type: none">• Fringe benefits is allowed up to 12% across all grant categories to support for research personnel. Research Bridge Grant only support salaries/stipend for the support staff but does NOT support PI salaries/ stipends.
<ul style="list-style-type: none">• Predoctoral Fellowships provide a stipend of \$30,000 per annum. No fringe benefits allowed.	<ul style="list-style-type: none">• Predoctoral Fellowships provide a stipend of \$40,000 per annum inclusive of fringe benefits up to 12%.
<ul style="list-style-type: none">• For predoc and postdoc, non-research activities, such as teaching may not exceed 20% of an applicant's time without permission from the NJCCR.	<ul style="list-style-type: none">• This information is removed in amended RFA.

Appendix 1: Grant Submission Checklist

Please refer to the following table to see the checklist of the required document(s) for each type of grant and the word/page limits. The page/character limits do not represent the expected length of the response. They are the maximum lengths allowed. If no page limit is listed in the table, you can assume the attachment does not have a limit. The applicant **MUST** submit all attachments in Adobe pdf format (not docx or other format) and concatenated. The attached file must be labeled properly with appropriate Prefix_file description. For example, the submission of a resume for Pilot grant would be e.g., COCR25PPR_resume or Table 1 for Predoc would be COCR25PRF_Table1.

Grant Submission Checklist (Page Limits & Requirements)

Section of Application (Page Limits)	RBG	PPR	PRG	Postdoc	Predoc
Research Project Type	✓	✓	✓	✓	✓
Organization Profile	✓	✓	✓	✓	✓
Project Contacts	✓	✓	✓	✓	✓
Grant Period and Payment	✓	✓	✓	✓	✓
Researcher Profile <ul style="list-style-type: none"> • Name of Researcher • Bio sketch or CV (5 pages each personnel) • Research Experience • References (3 Letters of Reference/Recommendation for pre and post doc only) 	✓	✓	✓	✓	✓
Description of Research Project <ul style="list-style-type: none"> • Project Title • Project Description (1 sentence) • Lay Abstract (4,000 Characters) • Abstract and Proposal Narrative (<ul style="list-style-type: none"> ○ Abstract (30 lines of text) ○ Specific aims (1 page) ○ Research Strategy (6 page) <ul style="list-style-type: none"> ▪ Significance ▪ Preliminary Studies/Data ▪ Research Design ○ References • Facilities (20,000 Characters) • Major Equipment (20,000 Characters) • Equipment Needs • Additional Information (20,000 Characters) 	✓	✓	✓	✓	✓
Written response to reviewer critiques (when applicable)	✓	✓	✓	✓	✓
Comments of Sponsor (for pre and post doc only) <ul style="list-style-type: none"> • Name of Sponsor • Sponsor's Bio sketch (5 pages) • Training Plans (8,000 Characters) • Researcher Qualifications (4,000 Characters) 	N/A	N/A	N/A	✓	✓

Section of Application (Page Limits)	RBG	PPR	PRG	Postdoc	Predoc
<ul style="list-style-type: none"> • Institutional Commitment (2,000 Characters) • Career Development (2,000 Characters) • Independent Research (2,000 Characters) • Mentoring Process (4,000 Characters) • Research Funding Support of Sponsor (16,000 Characters) 					
Schedule A, Part 1 – Personnel Costs Budget Year 1	✓	✓	✓	✓	✓
Schedule A, Part 1 – Personnel Costs Budget Year 2	✓	✓	✓	✓	✓
Schedule B – Other Direct Costs Budget Year 1	✓	✓	✓	✓	✓
Schedule B – Other Direct Costs Budget Year 2	✓	✓	✓	✓	✓
Costs Summary	✓	✓	✓	✓	✓
Disclosures and Certifications	✓	✓	✓	✓	✓
Additional Certifications for Research Applicants	✓	✓	✓	✓	✓
Suggested Reviewers	✓	✓	✓	✓	✓
FFATA Certification	✓	✓	✓	✓	✓
Attachments <ul style="list-style-type: none"> • LOI • Budget Justification • Annual Audit Report • Board of Governors • Proof of Nonprofit Status • Tax clearance Certificate • Salary Policy • Travel Policy • Computer Policy • Telephone/Mobile Communication Policy • Human Subjects and Genomics Policy • IRB policy • Proof of U.S. Citizen or legal resident (for Predoctoral Fellowship Grant only) 	✓	✓	✓	✓	✓

Appendix 2: List of Qualifying Research Institutions

NEW JERSEY COMMISSION ON CANCER RESEARCH QUALIFYING RESEARCH INSTITUTIONS

The New Jersey Commission on Cancer Research, in accordance with N.J. Stat. § 52:9U-1 requires that the organization or institution of a grant applicant be approved as a “Qualifying research institution” ***prior to the submission of a grant application.***

If your organization or institution do not appear below please contact NJCCR@doh.nj.gov or by mail to The New Jersey Commission on Cancer Research, Office of Research Initiatives, 25 S. Stockton St. 2nd Floor Rear, Trenton, NJ 08625.

Qualified Institutions

1. CentraState Medical Center
2. Cooper University Hospital/Health System
3. Coriell Institute
4. Hackensack
5. Hackensack University Medical Center
6. Kean University
7. Montclair State University
8. Morristown Medical Hospital and Medical Center (Atlantic Health)
9. New Jersey Goals of Care Coalition
10. New Jersey Institute of Technology (NJIT)
11. Princeton University
12. Rider University
13. Rowan
14. Rowan University
15. Rutgers Cancer Institute of New Jersey
16. Rutgers, The State University of New Jersey
17. Saint Barnabas Medical Center
18. Seton Hall University School Health Medical Science
19. Stevens Institute for Technology
20. The College of New Jersey
21. University of Medicine and Dentistry of New Jersey (now Rutgers University)
22. VA NJ Health Care System and Veterans Biomedical Research Institute
23. William Paterson University of New Jersey

Appendix 3: Letter of Intent 2025



New Jersey Commission on Cancer Research Letter of Intent 2025

Type of Grant:

Bridge (COCR25RBG)	
Pediatric (COCR25PRG)	
Pilot (COCR25PPR)	

Post-doc (COCR25PDF)	
Pre-doc (COCR25PRF)	

Type(s) of cancer targeted by the research grant:

Breast	
Lung & Bronchus	
Prostate	
Hematologic	
Colon & Rectum	
Esophagus	
Prostate	
Brain & Other Nervous System	
Thyroid	

Corpus & Uterus	
NOS	
Ovary	
Melanoma of the Skin	
Pancreas	
Urinary Bladder	
Kidney & Renal Pelvis	
Liver	
Other (specify): _____	

Name of the Principal Investigator (PI): _____

Title of the Research Project: _____

Name of the Institution/Organization: _____

Institution FEIN#: _____

Unique Entity ID (If applicable): _____

Brief description of the research approach (One to two paragraphs):