

# **I. OVERVIEW OF THE FUNDING OPPORTUNITY**

**Program Announcement for the Department of Defense**

**Defense Health Program**

**Congressionally Directed Medical Research Programs**

**Breast Cancer Research Program**

**Breakthrough Award Level 3**

**Announcement Type: Initial**

**Funding Opportunity Number: HT9425-23-BCRP-BTA3**

**Assistance Listing Number: 12.420 Military Medical  
Research and Development**

## **SUBMISSION AND REVIEW DATES AND TIMES**

- **Pre-Application Submission Deadline:** 5:00 p.m. Eastern time (ET), March 29, 2023
- **Invitation to Submit an Application:** May 3, 2023
- **Application Submission Deadline:** 11:59 p.m. ET, June 28, 2023
- **End of Application Verification Period:** 5:00 p.m. ET, June 30, 2023
- **Peer Review:** August 2023
- **Programmatic Review:** October 2023

*This program announcement must be read in conjunction with the General Application Instructions, version 800. The General Application Instructions document is available for downloading from the Grants.gov funding opportunity announcement by selecting the “Package” tab, clicking “Preview,” and then selecting “Download Instructions.”*

## TABLE OF CONTENTS

<b>I. OVERVIEW OF THE FUNDING OPPORTUNITY.....</b>	<b>1</b>
<b>II. DETAILED INFORMATION ABOUT THE FUNDING OPPORTUNITY.....</b>	<b>3</b>
II.A. Program Description.....	3
II.A.1. The Breast Cancer Landscape .....	3
II.A.2. BCRP Overarching Challenges .....	3
II.B. Award Information .....	4
II.C. Eligibility Information.....	8
II.C.1. Eligible Applicants .....	8
II.C.2. Cost Sharing.....	9
II.C.3. Other .....	9
II.D. Application and Submission Information.....	9
II.D.1. eBRAP and Grants.gov .....	9
II.D.2. Content and Form of the Application Submission .....	10
II.D.3. Unique Entity Identifier (UEI) and System for Award Management (SAM) .....	32
II.D.4. Submission Dates and Times.....	32
II.D.5. Funding Restrictions.....	33
II.D.6. Other Submission Requirements .....	35
II.E. Application Review Information .....	35
II.E.1. Criteria .....	35
II.E.2. Application Review and Selection Process.....	42
II.E.3. Integrity and Performance Information.....	42
II.E.4. Anticipated Announcement and Federal Award Dates.....	43
II.F. Federal Award Administration Information .....	43
II.F.1. Federal Award Notices.....	43
II.F.2. Administrative and National Policy Requirements.....	44
II.F.3. Reporting.....	45
II.G. Federal Awarding Agency Contacts.....	46
II.G.1. eBRAP Help Desk.....	46
II.G.2. Grants.gov Contact Center .....	46
II.H. Other Information.....	46
II.H.1. Program Announcement and General Application Instructions Versions.....	46
II.H.2. Administrative Actions.....	46
II.H.3. Application Submission Checklist .....	49
<b>APPENDIX 1: ACRONYM LIST .....</b>	<b>51</b>

## II. DETAILED INFORMATION ABOUT THE FUNDING OPPORTUNITY

### II.A. Program Description

Applications to the Fiscal Year 2023 (FY23) Breast Cancer Research Program (BCRP) are being solicited by the U.S. Army Medical Research Acquisition Activity (USAMRAA) using delegated authority provided by United States Code, Title 10, Section 4001 (10 USC 4001). The execution management agent for this program announcement is the Congressionally Directed Medical Research Programs (CDMRP) at the U.S. Army Medical Research and Development Command (USAMRDC). The BCRP was initiated in FY92 to support innovative, high-impact research, with a mission of ending breast cancer for Service Members, Veterans, and the general public. Appropriations for the BCRP from FY92 through FY22 totaled \$4.09 billion. The FY23 appropriation is \$150 million (M).

The BCRP challenges the scientific community to design research that will address the urgency of ending breast cancer. Specifically, the BCRP seeks to accelerate high-impact research with clinical relevance, encourage innovation and stimulate creativity, and facilitate productive collaborations.

#### II.A.1. The Breast Cancer Landscape

The BCRP has prepared a brief overview, *The Breast Cancer Landscape*, that describes what is currently known about the most pertinent topics that are consistent with the BCRP's mission of ending breast cancer. Applicants are strongly urged to read and consider *The Breast Cancer Landscape* before preparing their applications. *The Breast Cancer Landscape* may be found at <https://cdmrp.health.mil/bcrp/pdfs/BreastCancerLandscape2022.pdf>.

#### II.A.2. BCRP Overarching Challenges

Considering the current [breast cancer landscape](#) and the BCRP's mission, all FY23 BCRP Breakthrough Award Level 3 applications must address at least one of the following overarching challenges unless adequate justification for exception is provided.\* Simply identifying an overarching challenge is not sufficient. Applications must address the challenge in a way that can lead to or make a breakthrough and have a major impact.

- Prevent breast cancer (primary prevention)
- Identify determinants of breast cancer initiation, risk, or susceptibility
- Distinguish deadly from non-deadly breast cancers
- Conquer the problems of overdiagnosis and overtreatment
- Identify what drives breast cancer growth; determine how to stop it
- Identify why some breast cancers become metastatic

- Determine why/how breast cancer cells lie dormant for years and then re-emerge; determine how to prevent lethal recurrence
- Revolutionize treatment regimens by replacing them with ones that are more effective, less toxic, and impact survival
- Eliminate the mortality associated with metastatic breast cancer

\*Alternatively, with adequate justification, applications may identify and address another overarching challenge related to the breast cancer landscape. Justification must be provided in the application.

## II.B. Award Information

The intent of the Breakthrough Award is to support promising research that has high potential to lead to or make breakthroughs in breast cancer. The critical components of this award mechanism are:

**Impact:** Research supported by the Breakthrough Award will have the potential for a major impact and accelerate progress toward ending breast cancer. The impact may be near-term or long-term, but must move beyond a minor advancement and have the potential to lead to a fundamentally new approach that is significantly more effective than interventions already approved or in clinical development. Applications are expected to identify the breast cancer patients or at-risk individuals who would ultimately benefit from the proposed research.

**Research Scope:** The Breakthrough Award is structured with four different funding levels. The levels are designed to support major (but not all) stages of research that will lead to clinical application. Each level has a defined research scope. It is the responsibility of the Principal Investigator (PI) to select the level that aligns with the scope of the proposed research. The funding level should be selected based on the research scope defined in the program announcement, and not on the amount of the budget.

The current program announcement discusses the Breakthrough Award Level 3. Funding Levels 1, 2, and 4 are available under other program announcements (HT9425-23-BCRP-BTA12 for Levels 1 and 2 and HT9425-23-BCRP-BTA4 for Level 4). The PI is strongly encouraged to review the research scope defined under each funding level as described in the corresponding Breakthrough Award program announcements before submitting the pre-application. An application that does not meet the intent of the funding level selected will not be recommended for funding, even if it might meet the intent of a different funding level.

The following is a general description, although not all-inclusive, of the scope of research projects that would be appropriate to propose under the current program announcement:

**Funding Level 3:** Advanced translational studies with a high degree of project readiness. Where relevant, proof of availability of and access to necessary data, human samples, cohort(s) and/or critical reagents must be provided. If the proposed research would ultimately require U.S. Food and Drug Administration (FDA) involvement, applications must demonstrate availability

of, and access to, clinical reagents (e.g., therapeutic molecules) and patient population(s). Applications must state a realistic timeline for near-term clinical investigation. Small-scale clinical trials (e.g., first in human, phase 1/1b) may be appropriate.

**Partnering PI Option:** The Breakthrough Award encourages applications that include meaningful and productive partnerships between investigators. The Partnering PI Option is structured to accommodate two PIs. One PI will be identified as the Initiating PI and will be responsible for the majority of the administrative tasks associated with application submission. The other PI will be identified as a Partnering PI. Both PIs should contribute significantly to the development of the proposed research project, including the Project Narrative, Statement of Work (SOW), and other required components. The PIs may have expertise in similar or disparate scientific disciplines, but each PI is expected to bring distinct contributions to the application. The application should clearly demonstrate that both PIs have equal intellectual input into the design of the project and will devote similar and appropriate levels of effort to the conduct of the project. It is expected that funding will be balanced between both PIs unless appropriately justified. New partnerships are encouraged, but not required. The application is expected to describe how the PIs' unique expertise combined as a partnership will better address the research question, how the unique expertise that each individual brings to the application is critical for the research strategy and completion of the SOW, and why the work should be done together rather than through separate efforts. *To meet the intent of the Partnering PI Option, applicants are discouraged from being named as a Partnering PI on multiple Breakthrough Award Level 3 applications unless they are clearly addressing distinct research questions. Applications where one PI is providing samples, animal models, or investigational agents while the other PI is conducting most or all of the experiments and analyses do not meet the intent of the Partnering PI Option.* If recommended for funding, each PI will be named to an individual award within the recipient organization. For individual submission requirements for the Initiating and Partnering PI, refer to [Section II.D.2, Content and Form of the Application Submission](#).

**Personnel:** Applications are expected to include an appropriate and robust research team with the combined backgrounds and breast cancer-related expertise to enable successful conduct of the project.

**Consumer Advocates:** Applications are required to include consumer advocate involvement. The research team must include two or more breast cancer consumer advocates, who will be integral throughout the planning and implementation of the research project. Consumer advocates should be involved in the development of the research question, project design, oversight, recruitment, and evaluation, as well as other significant aspects of the proposed project. Interactions with other team members should be well integrated and ongoing, not limited to attending seminars and semi-annual meetings. As lay representatives, the consumer advocates must be individuals who have been diagnosed with breast cancer, and they should be active in a breast cancer advocacy organization. Their role in the project should be independent of their employment, and they cannot be employees of any of the organizations participating in the application. Their role should be focused on providing objective input on the research and its potential impact for individuals with, or at risk for, breast cancer. The consumer advocates should have a high level of knowledge of current breast cancer issues and the appropriate background and/or training in breast cancer research to contribute to the project.

A congressionally mandated Metastatic Cancer Task Force was formed with the purpose of identifying ways to help accelerate clinical and translational research aimed at extending the lives of advanced state and recurrent patients. As a member of the Metastatic Cancer Task Force, the CDMRP encourages applicants to review the recommendations (<https://health.mil/Reference-Center/Congressional-Testimonies/2018/05/03/Metastatic-Cancer-Research>) and submit research ideas to address these recommendations provided they are within the limitations of this funding opportunity and fit within the FY23 BCRP priorities.

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

The types of awards made under the program announcement will be assistance agreements. An assistance agreement is appropriate when the federal government transfers a “thing of value” to a “state, local government,” or “other recipient” to carry out a public purpose of support or stimulation authorized by a law of the United States instead of acquiring property or service for the direct benefit and use of the U.S. government. An assistance agreement can take the form of a grant or cooperative agreement. The level of involvement on the part of the Department of Defense (DOD) during project performance is the key factor in determining whether to award a grant or cooperative agreement. If “no substantial involvement” on the part of the funding agency is anticipated, a grant award will be made (31 USC 6304). Conversely, if substantial involvement on the part of the funding agency is anticipated, a cooperative agreement will be made (31 USC 6305), and the award will identify the specific substantial involvement. Substantial involvement may include, but is not limited to, collaboration, participation, or intervention in the research to be performed under the award. The award type, along with the start date, will be determined during the negotiation process.

The anticipated direct costs budgeted for the entire period of performance for an FY23 BCRP Breakthrough Award Funding Level 3 should not exceed **\$4M** for applications with a single PI or **\$5M** if applying under the Partnering PI Option.. Refer to [Section II.D.5, Funding Restrictions](#), for detailed funding information.

Awards will be made no later than September 30, 2024. For additional information refer to [Section II.F.1, Federal Award Notices](#).

***The CDMRP expects to allot approximately \$13.95M to fund approximately two Breakthrough Award Level 3 applications. Funding of applications received is contingent upon the availability of federal funds for this program as well as the number of applications received, the quality and merit of the applications as evaluated by scientific and programmatic review, and the requirements of the government. Funds to be obligated on any award resulting from this funding opportunity will be available for use for a limited time period based on the fiscal year of the funds. It is anticipated that awards made from this FY23 funding opportunity will be funded with FY23 funds, which will expire for use on September 30, 2029.***

**Research Involving Human Data, Human Anatomical Substances, Human Subjects, or Human Cadavers:** All DOD-funded research involving new and ongoing research with human anatomical substances, human subjects, or human cadavers must be reviewed and approved by the USAMRDC Office of Human and Animal Research Oversight (OHARO), Office of Human Research Oversight (OHRO), prior to research implementation. This administrative review requirement is in addition to the local Institutional Review Board (IRB) or Ethics Committee (EC) review. Local IRB/EC approval at the time of submission is *not* required. Allow up to 3 months to complete the OHRO regulatory review and approval process following submission of *all required and complete* documents to the OHRO. Refer to the General Application Instructions, Appendix 1, and the OHARO web page [https://mrhc.health.mil/index.cfm/collaborate/research\\_protections/hrpo](https://mrhc.health.mil/index.cfm/collaborate/research_protections/hrpo) for additional information.

If the proposed research involves more than one institution, a written plan for single IRB review arrangements must be provided at the time of application submission or award negotiation. The lead institution responsible for developing the master protocol and master consent form should be identified and should be the single point of contact for regulatory submissions and requirements.

***Clinical trials are allowed. A clinical trial is defined*** as a research study in which one or more human subjects are prospectively assigned to one or more interventions (which may include a placebo or another control) to evaluate the effects of the interventions on biomedical or behavioral health-related outcomes. Funded trials are required to post a copy of the IRB-approved informed consent form used to enroll subjects on a publicly available federal website in accordance with federal requirements described in Code of Federal Regulations, Title 32, Part 219 (32 CFR 219).

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

***Clinical research*** encompasses research with patient samples, data, and interaction with patients that may or may not be considered a clinical trial. ***For the purposes of this funding opportunity, research that meets the definition of a clinical trial is distinct from clinical research.*** Clinical research is observational in nature and includes: (1) Research that does not seek to evaluate the effects of interventions. Research conducted with human subjects (or on material of human origin such as data, tissues, specimens, and cognitive phenomena) for which an investigator (or colleague) directly interacts with human subjects, but does not seek to assess the effects of an intervention, qualifies as clinical research. Patient-oriented research may include but is not limited to: (a) mechanisms of human disease, (b) diagnostic or detection studies (e.g., biomarker or imaging), (c) health disparity studies, and (d) development of new technologies. (2) Epidemiologic and behavioral studies that do not seek to study the safety, effectiveness, and/or efficacy outcomes of an intervention. (3) Outcomes research and health services research that do not fit under the definition of clinical trial. Excluded from the definition of clinical research are in vitro studies that utilize human tissues that cannot be linked to a living individual. ***Note:*** Studies that meet the requirements for exemption under [§.104\(d\)\(4\) of the Common Rule](#) are not considered clinical research as defined by CDMRP. Exemption category 4 refers to secondary research for which consent is not required.

**Research Involving Animals:** All research funded by the FY23 BCRP Breakthrough Award Level 3 mechanism involving new and ongoing research with animals must be reviewed and approved by the USAMRDC OHARO Animal Care and Use Review Office (ACURO), in addition to the local Institutional Animal Care and Use Committee (IACUC) of record. IACUC approval at the time of submission is *not* required. ***Allow at least 3 to 4 months for ACURO regulatory review and approval processes for animal studies.*** Refer to the General Application Instructions, Appendix 1, for additional information.

**Guidelines for Animal Research:** All projects should adhere to a core set of standards for rigorous study design and reporting to maximize the reproducibility and translational potential of preclinical research. The standards are described in SC Landis et al., 2012, A call for transparent reporting to optimize the predictive value of preclinical research, *Nature* 490:187-191 ([www.nature.com/nature/journal/v490/n7419/full/nature11556.html](http://www.nature.com/nature/journal/v490/n7419/full/nature11556.html)). While these standards are written for preclinical studies, the basic principles of randomization, blinding, sample-size estimation, and data handling derive from well-established best practices in clinical studies. The ARRIVE guidelines 2.0 can be found at <https://arriveguidelines.org/arrive-guidelines>.

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

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

**II.C.1.a. Organization:** All organizations, including foreign organizations, foreign public entities, and international organizations, are eligible to apply.

**Government Agencies Within the United States:** Local, state, and federal government agencies are eligible to the extent that applications do not overlap with their fully funded internal programs. Such agencies are required to explain how their applications do not overlap with their internal programs.

As applications for this program announcement may be submitted by extramural and intramural organizations, these terms are defined below.

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

**Intramural DOD Organization:** A DOD laboratory, DOD military treatment facility, and/or DOD activity embedded within a civilian medical center. ***Intramural Submission: An application submitted by a DOD organization for an intramural investigator working within a DOD laboratory or military treatment facility or in a DOD activity embedded within a civilian medical center.***

**The USAMRAA makes awards to eligible organizations, not to individuals.**

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

Independent investigators at all academic levels (or equivalent) are eligible to be named as a PI, Initiating PI, or Partnering PI on an application.

***There are no limits on the number of pre-applications for which an investigator may be named as a PI, Initiating PI, or Partnering PI for this Breakthrough Award Level 3 program announcement.***

***Investigators are discouraged from being named on multiple pre-applications unless they are clearly addressing distinct research questions. Invited applications will be required to include a brief description of all the applications in which the PI is named as a PI, Initiating PI, Partnering PI, or collaborator under this Breakthrough Award Level 3 program announcement.***

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

The CDMRP strongly encourages all PIs to participate in a digital identifier initiative through Open Researcher and Contributor ID, Inc. (ORCID). Registration for a unique ORCID identifier can be done online at <https://orcid.org/>.

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

Cost sharing/matching is not an eligibility requirement.

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

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

For general information on required qualifications for award recipients, refer to the General Application Instructions, Appendix 3.

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

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

***Submission of applications that are essentially identical or propose essentially the same research project to different funding opportunities within the same program and funding cycle is prohibited and will result in administrative withdrawal of the duplicative application(s).***

### **II.D.1. eBRAP and Grants.gov**

The electronic Biomedical Research Application Portal (eBRAP) (<https://ebrap.org>) is a secure web-based system that allows PIs to submit their pre-applications, view and verify

extramural full applications submitted to Grants.gov (<https://grants.gov>), receive communications from the CDMRP, and submit documentation during award negotiations and throughout the period of performance. eBRAP also allows intramural organizations to submit full applications following pre-application submission.

**Grants.gov** is a federal system required to be utilized by agencies to receive and process extramural grant applications. Full applications may only be submitted to Grants.gov after submission of a pre-application through eBRAP.

Contact information for the eBRAP Help Desk and the Grants.gov Contact Center can be found in [Section II.G, Federal Awarding Agency Contacts](#).

***Extramural Submission:***

- Pre-application content and forms must be accessed and submitted at eBRAP.org.
- Full application packages must be accessed and submitted at Grants.gov.

***Intramural DOD Submission:***

- Pre-application content and forms must be accessed and submitted at eBRAP.org.
- Full application packages must be accessed and submitted at eBRAP.org.

***Note: Applications from an intramural DOD organization or from an extramural federal government organization may be submitted to Grants.gov through a research foundation.***

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

Submission is a two-step process requiring both ***pre-application*** (eBRAP.org) and ***full application*** (eBRAP.org or Grants.gov) as indicated below. The submission process should be started early to avoid missing deadlines. There are no grace periods. Full application submission guidelines differ for extramural (Grants.gov) and intramural (eBRAP.org) organizations (refer to [Table 1, Full Application Guidelines](#)).

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

***Partnering PI Option:*** The Initiating PI must complete the pre-application submission process and submit the contact information for the Partnering PI. The Partnering PI will then be notified of the pre-application submission separately by email. ***The Partnering PI must follow the link in the notification email to associate the partnering pre-application with their eBRAP account. After associating the pre-application to their eBRAP account, the Partnering PI should email the eBRAP Helpdesk ([help@ebrap.org](mailto:help@ebrap.org)) to have the desired contact information associated to***

*their pre-application. The email should include the pre-application log number, the name of the Business Official, the name(s) of the Performing/Contracting Organization(s), and the submission-type for the pre-application (extramural or intramural).* If not previously registered, the Partnering PI must register in eBRAP. A new pre-application based on this research project should not be initiated by the Partnering PI. Applicants are urged to complete these steps as soon as possible. If they are not completed, the Partnering PI will not be able to view and modify their application during the verification period in eBRAP. If these steps are not completed, an intramural partner will not be able to submit the Partnering PI's required full application package components to eBRAP.

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

*During the pre-application process, eBRAP assigns each submission a unique log number. This unique eBRAP log number is required during the full application submission process.*

To begin the pre-application process, first select whether the submitting organization is extramural or intramural, then confirm your selection or cancel. **Incorrect selection of extramural or intramural submission type will delay processing.**

If an error has been made in the selection of extramural versus intramural and the pre-application submission deadline has passed, the PI or Business Official must contact the eBRAP Help Desk at [help@eBRAP.org](mailto:help@eBRAP.org) or 301-682-5507 to request a change in designation.

All pre-application components must be submitted by the PI (single PI) or Initiating PI (Partnering PI Option) through eBRAP (<https://eBRAP.org/>). Because the invitation to submit an application is based on the contents of the pre-application, investigators should not change the title or research objectives after the pre-application is submitted.

The applicant organization and associated PI(s) identified in the pre-application should be the same as those intended for the subsequent application submission. If any changes are necessary after submission of the pre-application, the applicant must contact the eBRAP Help Desk at [help@eBRAP.org](mailto:help@eBRAP.org) or 301-682-5507.

A change in PI or organization after submission of the pre-application may be allowed after review of a submitted written appeal (contact the eBRAP Help Desk at [help@eBRAP.org](mailto:help@eBRAP.org) or 301-682-5507) and at the discretion of the USAMRAA Grants Officer.

PIs with an ORCID identifier should enter that information in the appropriate field in the "My Profile" tab in the "Account Information" section of eBRAP.

**When starting the pre-application, PIs should ensure that they have selected the appropriate mechanism option in eBRAP:**

- BA-FL3 – Breakthrough Award – Funding Level 3
- BA-FL3-CT – Breakthrough Award – Funding Level 3 – Clinical Trial
- BA-FL3-PPIO – Breakthrough Award – Funding Level 3 – Partnering PI Option
- BA-FL3-CT-PPIO – Breakthrough Award – Funding Level 3 – Clinical Trial – Partnering PI Option

The pre-application consists of the following components, which are organized in eBRAP by separate tabs (refer to the General Application Instructions, Section II.B, for additional information on pre-application submission):

- **Tab 1 – Application Information**

Submission of application information includes assignment of primary and secondary research classification codes, which may be found at <https://ebrap.org/eBRAP/public/Program.htm>. Applicants are strongly encouraged to review and confirm the codes prior to making their selection.

- **Tab 2 – Application Contacts**

Enter contact information for the PI. Enter the organization’s Business Official responsible for sponsored program administration (the “person to be contacted on matters involving this application” in Block 5 of the Grants.gov SF424 Research & Related Form). The Business Official must be either selected from the eBRAP list or invited in order for the pre-application to be submitted.

Select the performing organization (site at which the PI will perform the proposed work) and the contracting organization (organization submitting on behalf of the PI, which corresponds to Block 5 on the Grants.gov SF424 Research & Related Form), and click on “Add Organizations to this Pre-application.” The organization(s) must be either selected from the eBRAP drop-down list or invited in order for the pre-application to be submitted.

It is recommended that PIs identify an Alternate Submitter in the event that assistance with pre-application submission is needed.

- **Tab 3 – Collaborators and Key Personnel**

Enter the name, organization, and role of all collaborators and key personnel associated with the application.

[FY23 BCRP Programmatic Panel members](#) should not be involved in any pre-application or application. For questions related to panel members and pre-applications or applications,

refer to [Section II.H.2.c, Withdrawal](#), or contact the eBRAP Help Desk at [help@eBRAP.org](mailto:help@eBRAP.org) or 301-682-5507.

**Partnering PI Option:** The Initiating PI must enter the contact information for each Partnering PI in the Partnering PI section.

The PI must enter the name of each consumer advocate on the research team and indicate the consumer advocate's role in the drop-down list.

- **Tab 4 – Conflicts of Interest**

List all individuals other than collaborators and key personnel who may have a conflict of interest in the review of the application (including those with whom the PI has a personal or professional relationship).

- **Tab 5 – Pre-Application Files**

**Note:** *Upload documents as individual PDF files unless otherwise noted. eBRAP will not allow a file to be uploaded if the number of pages exceeds the limit specified below.*

- **Preproposal Narrative:** Provide responses in the appropriate data fields for the following:
  - What BCRP overarching challenge(s) will the proposed research address? If “other,” state the overarching challenge and provide justification within the context of the [breast cancer landscape](#). Simply identifying an overarching challenge is not sufficient. (200-character limit)
  - How will the proposed research lead to a major impact for the overarching challenge(s)? Explain how the research meets the requirement for high potential to lead to or make a breakthrough and accelerate progress toward ending breast cancer (2,000 character limit)
  - How will the proposed research move beyond a minor advancement? How will the proposed research lead to a fundamentally new approach that is significantly more effective than interventions already approved or in clinical development? (2,000-character limit)
  - Briefly state how the scope of the proposed research is appropriate for [Funding Level 3](#) as described in this program announcement. (500-character limit)
  - Will the proposed research include a clinical trial? If yes, briefly state the clinical intervention, subject population(s), and phase of the clinical trial. (500-character limit)
- **Pre-Application Supporting Documentation:** The items to be included as supporting documentation for the pre-application *must be uploaded as individual files* and are limited to the following:

- One page for additional information that the PI can use, at their discretion, to provide supporting data or rationale for the pre-application.
- If applicable, one page to provide a list of all FY23 BCRP Breakthrough Award Level 3 pre-applications in which the PI is named as a PI, Initiating PI, Partnering PI, or collaborator. Include the CDMRP log number, role on the project, project title, specific aims, and a brief description of how each pre-application will address distinct research questions.

- **Tab 6 – Submit Pre-Application**

This tab must be completed for the pre-application to be accepted and processed.

### **Pre-Application Screening**

- **Pre-Application Screening Criteria**

To determine the technical merits of the pre-application and the relevance to the mission of the Defense Health Program (DHP) and the BCRP, pre-applications will be screened based on the following criteria:

- Whether the pre-application addresses at least one overarching challenge that meets the program’s goals.
- To what degree the proposed research will lead to a major impact for the overarching challenge.
- To what degree the proposed research meets the requirement for high potential to lead to or make a breakthrough and accelerate progress toward ending breast cancer.
- To what degree the proposed research moves beyond a minor advancement and will lead to a fundamentally new approach that is significantly more effective than interventions already approved or in clinical development.
- To what degree the scope of the proposed research is appropriate for [Funding Level 3](#) as described in this program announcement.

***Note: The scope of research proposed in the pre-application must align with the research scope for Funding Level 3. Funding Levels 1, 2, and 4 are available under different program announcements (HT9425-23-BCRP-BTA12 for Levels 1 and 2 and HT9425-23-BCRP-BTA4 for Level 4). It is the responsibility of the PI to select the level that aligns with the scope of the proposed research. The funding level should be selected based on the research scope defined in the program announcement, and not on the amount of the budget. PIs whose pre-applications request a funding level that is not deemed appropriate for the scope of the research proposed will not be invited to submit an application.***

- **Notification of Pre-Application Screening Results**

Following the pre-application screening, PIs and Initiating PIs will be notified as to whether or not they are invited to submit applications; however, they will not receive feedback (e.g., a critique of strengths and weaknesses) on their pre-application. The estimated timeframe for notification of invitation to submit an application is indicated in [Section I, Overview of the Funding Opportunity](#). Invitations to submit a full application are based on the Pre-Application Screening Criteria listed above.

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

Applications will not be accepted unless notification of invitation has been received by the PI or Initiating PI.

***The CDMRP cannot make allowances/exceptions to its policies for submission problems encountered by the applicant organization using system-to-system interfaces with Grants.gov.***

Each application submission must include the completed full application package for this program announcement. The full application package is submitted by the Authorized Organizational Representative through Grants.gov (<https://grants.gov/>) for extramural organizations or through eBRAP (<https://ebrap.org/>) for intramural organizations. See Table 1 below for more specific guidelines.

#### **II.D.2.b.i. Full Application Guidelines**

Extramural organizations must submit full applications through Grants.gov. Applicants must create a Grants.gov Workspace for submission, which allows the application components to be completed online and routed through the applicant organization for review prior to submission. Applicants may choose to download and save individual PDF forms rather than filling out webforms in Workspace. A compatible version of Adobe Reader **must** be used to view, complete, and submit an application package consisting of PDF forms. If more than one person is entering text into an application package, the **same version** of Adobe Reader software should be used by each person. Check the version number of the Adobe software on each user's computer to make sure the versions match. Using different versions of Adobe Reader may cause submission and/or save errors – even if each version is individually compatible with Grants.gov. Refer to the General Application Instructions, Section III, and the “Apply For Grants” page of Grants.gov (<https://www.grants.gov/web/grants/applicants/apply-for-grants.html>) for further information about the Grants.gov Workspace submission process. Submissions of extramural applications through eBRAP may be withdrawn.

***Do not password protect any files of the application package, including the Project Narrative.***

**Table 1. Full Application Submission Guidelines**

Extramural Submissions	Intramural DOD Submissions
<b>Application Package Location</b>	
<p>Download application package components for HT9425-23-BCRP-BTA3 from Grants.gov (<a href="https://grants.gov">https://grants.gov</a>) and create a Grants.gov Workspace. Workspace allows online completion of the application components and routing of the application package through the applicant organization for review prior to submission.</p>	<p>Download application package components for HT9425-23-BCRP-BTA3 from eBRAP (<a href="https://ebrap.org">https://ebrap.org</a>).</p>
<b>Full Application Package Components</b>	
<p><b>SF424 Research &amp; Related Application for Federal Assistance Form:</b> Refer to the General Application Instructions, Section III.A.1, for detailed information.</p>	<p><b>Tab 1 – Summary:</b> Provide a summary of the application information.</p> <p><b>Tab 2 – Application Contacts:</b> This tab will be pre-populated by eBRAP; add Authorized Organizational Representative.</p>
<p>Descriptions of each required file can be found under Full Application Submission Components:</p> <ul style="list-style-type: none"> <li>• <a href="#">Attachments</a></li> <li>• <a href="#">Research &amp; Related Personal Data</a></li> <li>• <a href="#">Research &amp; Related Senior/Key Person Profile (Expanded)</a></li> <li>• <a href="#">Research &amp; Related Budget</a></li> <li>• <a href="#">Project/Performance Site Location(s) Form</a></li> <li>• <a href="#">Research &amp; Related Subaward Budget Attachment(s) Form</a></li> </ul>	<p><b>Tab 3 – Full Application Files:</b> Upload files under each Application Component in eBRAP. Descriptions of each required file can be found under Full Application Submission Components:</p> <ul style="list-style-type: none"> <li>• <a href="#">Attachments</a></li> <li>• <a href="#">Key Personnel</a></li> <li>• <a href="#">Budget</a></li> <li>• <a href="#">Performance Sites</a></li> </ul> <p><b>Tab 4 – Application and Budget Data:</b> Review and edit proposed project start date, proposed end date, and budget data pre-populated from the Budget Form.</p>
<b>Application Package Submission</b>	
<p><b>Create a Grants.gov Workspace.</b> Add participants (investigators and Business Officials) to Workspace, complete all required forms, and check for errors before submission.</p> <p><b>Submit a Grants.gov Workspace Package.</b> An application may be submitted through Workspace by clicking the “Sign and Submit” button on the “Manage Workspace” page, under the “Forms” tab. Grants.gov recommends submission of the application package <b>at least 24-48 hours prior to the close date</b> to allow time</p>	<p><b>Submit package components to eBRAP (<a href="https://ebrap.org">https://ebrap.org</a>).</b></p> <p><b>Tab 5 – Submit/Request Approval Full Application:</b> After all components are uploaded and prior to the full application submission deadline, enter your password in the space provided next to “Enter Your Password Here” and press the “Submit Full Application” button. eBRAP will notify your Resource Manager/ Comptroller/Task Area Manager or equivalent Business Official by email. <b><i>Do not password</i></b></p>

Extramural Submissions	Intramural DOD Submissions
<p>to correct any potential technical issues that may disrupt the application submission.</p> <p><b>Note:</b> If either the Project Narrative or the budget fails eBRAP validation or needs to be modified, an updated Grants.gov application package must be submitted via Grants.gov as a “Changed/Corrected Application” with the previous Grants.gov Tracking ID <i>prior to</i> the application submission deadline. <b>Do not password protect any files of the application package, including the Project Narrative.</b></p>	<p><b><i>protect any files of the application package, including the Project Narrative.</i></b></p>
<b><u>Application Verification Period</u></b>	
<p>The full application package submitted to Grants.gov may be viewed and modified in eBRAP until the end of the application verification period. During the application verification period, the full application package may be modified <b><i>with the exception of the Project Narrative and Research &amp; Related Budget Form.</i></b></p>	<p>After eBRAP has processed the full application, the organizational Resource Manager/Comptroller/ Task Area Manager or equivalent Business Official and PI(s) will receive email notification of this status and will be able to view and modify application components in eBRAP. During the application verification period, the full application package may be modified <b><i>with the exception of the Project Narrative and Research &amp; Related Budget Form.</i></b> Your Resource Manager/ Comptroller/Task Area Manager or equivalent Business Official should log into eBRAP to review and to approve prior to the application verification deadline.</p>
<b>Further Information</b>	
<p><b>Tracking a Grants.gov Workspace Package.</b> After successfully submitting a Workspace package, a Grants.gov Tracking Number is automatically assigned to the package. The number will be listed on the “Confirmation” page that is generated after submission.</p> <p>Refer to the General Application Instructions, Section III, for further information regarding Grants.gov requirements.</p>	<p>Refer to the General Application Instructions, Section IV, for further information regarding eBRAP requirements.</p>

**Partnering PI Option:** The CDMRP requires separate full application package submissions for the Initiating PI and each Partnering PI, even if the PIs are located within the same organization. Initiating and Partnering PIs will each be assigned a unique eBRAP log number. Each full application package must be submitted using the unique eBRAP log number. **Note: All**

*associated applications (the Initiating PI's and the Partnering PI's) must be submitted by the full application submission deadline.*

The full application package must be submitted using the unique eBRAP log number to avoid delays in application processing.

#### **II.D.2.b.ii. Full Application Submission Components**

- **Extramural Applications Only**

**SF424 Research & Related Application for Federal Assistance Form:** Refer to the General Application Instructions, Section III.A.1, for detailed information.

- **Extramural and Intramural Applications**

**Attachments:**

*Each attachment to the full application components must be uploaded as an individual file in the format specified and in accordance with the formatting guidelines listed in the General Application Instructions, Appendix 4.*

For all attachments, ensure that the file names are consistent with the guidance. Attachments will be rejected if the file names are longer than 50 characters or have incorrect file names that contain characters other than the following: A-Z, a-z, 0-9, underscore, hyphen, space, and period. In addition, there are file size limits that may apply in some circumstances. Individual attachments may not exceed 20 megabytes (MB), and the file size for the entire full application package may not exceed 200 MB.

- **Attachment 1: Project Narrative (18-page limit): Upload as “ProjectNarrative.pdf”.** The page limit of the Project Narrative applies to text and non-text elements (e.g., figures, tables, graphs, photographs, diagrams, chemical structures, drawings) used to describe the project. Inclusion of URLs (uniform resource locators) that provide additional information to expand the Project Narrative and could confer an unfair competitive advantage is prohibited and may result in administrative withdrawal of the application.
  - **Outline for the Project Narrative:** Describe the proposed project in detail using one of the two outlines below, depending on whether a clinical trial is proposed.

**Outline for projects without a clinical trial:**

- **Background:** Briefly describe the ideas and reasoning on which the proposed work is based. Provide sufficient preliminary data to support the feasibility of work proposed. The application must demonstrate logical reasoning and provide a sound scientific rationale for the proposed project as established through a critical review and analysis of published literature. If proposing translational or clinical research, it is important to describe the studies showing proof of concept, and, if applicable, efficacy in an in vivo system.

- **Hypothesis or Objective:** State the hypothesis to be tested or the objective to be reached.
- **Specific Aims:** Concisely explain the project's specific aims to be funded by this award.
- **Research Strategy:** Describe the experimental design, methods, and analyses including appropriate controls in sufficient detail for evaluation. Explain how this research strategy will meet the research goals and milestones. Where relevant, describe the accessibility to the data, cohort(s), and/or critical reagents (e.g., therapeutic molecules, human samples) necessary for the project. If applicable, describe resources available for the development of sufficient quantities of critical reagents under Good Manufacturing Practice (GMP). Address potential pitfalls and problem areas and present alternative methods and approaches. If proposing translational research, provide a well-developed, well-integrated, and detailed research plan that supports the translational feasibility and promise of the approach. If the methodology is new or unusual, provide sufficient details for evaluation. Describe how data will be reported and how it will be assured that the documentation will support a regulatory filing with the FDA, if applicable. For clinical research, see [Attachment 12](#) for the required strategy for the inclusion of women and minorities appropriate to the objectives of the study.
- **Statistical Plan:** Describe the statistical plan in detail including power analysis, as appropriate, for the research proposed.
- **Research Team:** Describe how the combined backgrounds and breast cancer-related expertise of the research team will enable successful conduct of the project.

***Outline for projects with a clinical trial. (Note: The Project Narrative is not the formal clinical trial protocol. If recommended for funding, the clinical trial protocol will be requested.):***

- **Background:** Describe in detail the rationale for the study and include a literature review, preliminary studies, and/or preclinical data that led to the development of the proposed clinical trial. Importantly, describe the studies showing proof of concept and efficacy in in vivo system(s) that led to the current proposed work. Provide a summary of relevant clinical trials and distinguish how the proposed study differs from other relevant ongoing or recently completed clinical trials. Include a discussion of any current clinical use of the intervention under investigation and/or details of its study in clinical trials for other indications (as applicable). The background section should clearly support the choice of study variables and should explain the basis for the study questions and/or study hypotheses. This section should establish the relevance of the study and explain the applicability of the proposed findings.

If the proposed clinical trial was initiated using other funding prior to this application, explain the history and background of the clinical trial and declare the source of prior funding. Specifically identify the portions of the study that would be supported with funds from this award.

- **Objectives/Specific Aims/Hypothesis:** Provide a description of the purpose and objectives of the study with detailed specific aims and hypotheses.
- **Research Strategy (include only if laboratory research studies are proposed as a component of the application):** Describe the laboratory research studies that will be performed under this award and how they are *clearly linked* to the clinical trial. Describe the experimental design and methodology, including reagents, assay validation, statistical analysis, potential pitfalls, and alternative approaches. Where relevant, describe the availability of, and access to, necessary data and/or critical reagents (e.g., therapeutic molecules, human samples) necessary for the proposed research. If applicable, describe resources available for the development of sufficient quantities of critical reagents under GMP. Provide a well-developed, well-integrated research strategy that supports the feasibility of the approach. If the methodology is new or unusual, provide sufficient details for evaluation. Describe how data will be reported and how it will be assured that the documentation will support a regulatory filing with the FDA, if applicable.
- **Clinical Trial:** Provide detailed plans for initiating, conducting, and completing the clinical trial during the period of performance. As appropriate, outline a plan for obtaining Investigational New Drug/Investigational Device Exemption (IND/IDE) status (or other FDA approvals). Describe the type of clinical trial to be performed (e.g., prospective, randomized, controlled) and outline the proposed methodology in sufficient detail to show a clear course of action. Describe potential challenges and alternative strategies where appropriate.
  - ❖ Identify the intervention to be tested and describe the projected outcomes.
  - ❖ Define the study variables and describe how they will be measured. Include a description of appropriate controls and the endpoints to be tested.
  - ❖ Describe the availability of, and access to, critical reagents (e.g., therapeutic molecules) necessary for the clinical trial.
  - ❖ Describe the methods that will be used to recruit a sample of human subjects from the accessible population (e.g., convenience, simple random, stratified random). Provide information on the availability of, and access to, sufficient subjects to meet accrual goals for the clinical trial.
  - ❖ ***Inclusion of Women and Minorities in Study.*** Consistent with the Belmont Report, “Ethical Principles and Guidelines for the Protection of Human Subjects,” and congressional legislation, special attention is given to inclusion of women and/or minorities in studies funded or supported by the

USAMRDC. This policy is intended to promote equity both in assuming the burdens and in receiving the benefits of human subjects research. See [Attachment 12](#) for the required strategy for the inclusion of women and minorities appropriate to the objectives of the study.

- ❖ Describe the human subject-to-group assignment process (e.g., randomization, block randomization, stratified randomization, age-matched controls, alternating group, or other procedures), if applicable. Explain the specific actions to accomplish the group assignment (e.g., computer assignment, use of table of random numbers).
- **Statistical Plan:** Describe the statistical model and data analysis plan with respect to the study objectives. Specify the number of human subjects that will be enrolled. If multiple sites are involved, state the approximate number to be enrolled at each site. Include a complete power analysis to demonstrate that the sample size is appropriate to meet the objectives of the study.
- **Clinical Team:** Describe the composition of the clinical trial team. Provide details on how the team (including investigator(s), study coordinator, statistician) possesses the appropriate expertise in conducting clinical trials.
- **Attachment 2: Supporting Documentation: Combine and upload as a single file named “Support.pdf”.** Start each document on a new page. If documents are scanned to PDF, the lowest resolution (100 to 150 dpi) should be used. The Supporting Documentation attachment should not include additional information such as figures, tables, graphs, photographs, diagrams, chemical structures, or drawings. These items should be included in the Project Narrative.

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

- **References Cited:** List the references cited (including URLs, if available) in the Project Narrative using a standard reference format that includes the full citation (i.e., author[s], year published, title of reference, source of reference, volume, chapter, page numbers, and publisher, as appropriate).
- **List of Abbreviations, Acronyms, and Symbols:** Provide a list of abbreviations, acronyms, and symbols.
- **Facilities, Existing Equipment, and Other Resources:** Describe the facilities and equipment available for performance of the proposed project and any additional facilities or equipment proposed for acquisition at no cost to the award. Indicate whether government-furnished facilities or equipment are proposed for use. If so, reference should be made to the original or present government award under which the facilities or equipment items are now accountable. There is no form for this information.

- **Publications and/or Patents:** Include a list of relevant publication URLs and/or patent abstracts. If articles are not publicly available, then copies of up to five published manuscripts may be included in Attachment 2. Extra items will not be reviewed.
- **Letters of Organizational Support:** Provide a letter (or letters, if applicable) signed by the Department Chair or appropriate organization official, confirming the laboratory space, equipment, and other resources available for the project. Letters of support not requested in the program announcement, such as those from members of Congress, do not impact application review or funding decisions.
- **Letters of Collaboration (if applicable)** Provide a signed letter from each collaborating individual or organization demonstrating that the PI has the support or resources necessary for the proposed work.
  - Availability of, and access to, quality control for all data, critical reagents (e.g., therapeutic molecules, human samples), and/or cohorts.
  - Availability of, and access to, the appropriate patient population(s).
  - Consumer Advocate Letters of Commitment: Provide a letter signed by each consumer advocate confirming their commitment to participate on the research team.
  - Multi-Site Clinical Trial Participating Institution Letters of Commitment (if applicable): If proposing to conduct a multi-site clinical trial, provide a letter of commitment signed by each participating organization confirming its commitment to participate in the clinical trial.

If an investigator at an intramural organization is named as a collaborator on an application submitted through an extramural organization, the application must include a letter from the collaborator’s Commander or Commanding Officer at the intramural organization that authorizes the collaborator’s involvement.

- **Letters of Commitment (if applicable):** If the proposed study involves the use of a commercially produced investigational drug, device, or biologic, provide a letter of commitment from the commercial entity indicating the availability of the product for the duration of the study, support for the proposed phase of research, and support for the indication to be tested.
- **Intellectual Property:** Information can be found in the 2 CFR 200.315, “Intangible Property.”
  - **Intellectual and Material Property Plan (if applicable):** Provide a plan for resolving intellectual and material property issues among participating organizations.

- **Data and Research Resources Sharing Plan:** Describe how data and resources generated during the performance of the project will be shared with the research community. Refer to the General Application Instructions, Appendix 2, Section K, for more information about the CDMRP expectations for making data and research resources publicly available.
- **Data Management Plan (2-page limit):** Describe the data management plan in accordance with Section 3.c. Enclosure 3, [DoD Instructions 3200.12](#).
  - For Extramural Applications: Refer to General Application Instructions, Section III.A.2, Attachments Form, Attachment 2, Supporting Documentation, for more detailed information.
  - For Intramural Applications: Refer to General Application Instructions, Section IV.A.1, Application Component – Attachments, Attachment 2, Supporting Documentation, for more detailed information.
- **Attachment 3: Technical Abstract (one-page limit): Upload as “TechAbs.pdf”.** The technical abstract is used by all reviewers. Abstracts of all funded research projects will be posted publicly. ***Do not include proprietary or confidential information.*** Use only characters available on a standard QWERTY keyboard. Spell out all Greek letters, other non-English letters, and symbols. Graphics are not allowed.

Use the outline below:

- **Background:** Present the ideas and reasoning behind the proposed work.
- **Overarching Challenge(s):** State the overarching challenge(s) that will be addressed and briefly state how the project will address the challenge in a way that can lead to or make a breakthrough and have a major impact. Simply identifying an overarching challenge is not sufficient.
- **Objective/Hypothesis:** State the objective to be reached/hypothesis to be tested. Provide evidence or rationale that supports the objective/hypothesis.
- **Specific Aims:** State the specific aims of the study.
- **Study Design:** Briefly describe the study design, including appropriate controls.
- **Impact:** Briefly describe how the proposed project will lead to a major impact for the overarching challenge(s). Explain how the research meets the requirement for high potential to lead to or make a breakthrough and accelerate progress toward ending breast cancer.
- **Attachment 4: Lay Abstract (one-page limit): Upload as “LayAbs.pdf”.** The lay abstract is used by all reviewers. Abstracts of all funded research projects will be posted publicly. ***Do not include proprietary or confidential information.*** Use only characters

available on a standard QWERTY keyboard. Spell out all Greek letters, other non-English letters, and symbols. Graphics are not allowed.

- Clearly describe the rationale, objective, and aims of the application in a manner readily understood by readers without a background in science or medicine.
  - Do not duplicate the technical abstract.
- Describe the ultimate applicability of the research.
  - Which overarching challenge(s) does this research address?
  - What types of patients or at-risk individuals will it help and how will it help them?
  - What are the potential clinical applications, benefits, and risks?
  - What is the projected time it may take to achieve a patient-related outcome?
  - How will the proposed project lead to or make a breakthrough in breast cancer and accelerate progress toward the BCRP’s mission of ending breast cancer?
- **Attachment 5: Statement of Work (three-page limit if a clinical trial is not proposed or a six-page limit if a clinical trial is proposed): Upload as “SOW.pdf”.** The suggested SOW format and examples specific to different types of research projects are available on the eBRAP “Funding Opportunities & Forms” web page (<https://ebrap.org/eBRAP/public/Program.htm>). Recommended strategies for assembling the SOW can be found at <https://ebrap.org/eBRAP/public/Program.htm>.

For the Breakthrough Award Level 3 mechanism, if a clinical trial is not proposed, refer to the “*Suggested SOW Strategy Generic Research*” document and use the blank SOW format titled “Suggested SOW Format”. If a clinical trial is proposed, refer to the “*Suggested SOW Strategy Clinical Research*” document and use the blank SOW format titled “Suggested SOW Format”. The SOW must be in PDF format prior to attaching.

The SOW should include a feasible plan and timeline to conduct the research. The SOW must include specific research milestones to be accomplished by the end of each year in the period of performance.

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

- **Attachment 6: Impact Statement (300 words or less recommended; one-page limit): Upload as “Impact.pdf”.**

***DO NOT restate the research strategy as part of the Impact Statement.***

- Articulate concisely how the proposed project will have a major impact on at least one of the overarching challenge(s).
  - Explain how the project meets the requirement for high potential to accelerate progress toward ending breast cancer substantially beyond an incremental advance.
  - Explain briefly how the proposed research will lead to a fundamentally new approach that is significantly more effective than interventions already approved or in clinical development.
  - Identify the breast cancer patients or at-risk individuals and justify how they would benefit from the proposed research.
- **Attachment 7: Partnership Statement (one-page limit): Upload as “Partnership.pdf”.** *(Attachment 7 is only applicable and required for applications submitted under the Partnering PI Option.)* Describe the partnership and combined expertise of the Initiating and Partnering PIs that are critical for the research strategy and completion of the SOW. Explain how the partnership will better address the research question and why the work should be done together rather than through separate individual efforts. Explain how both PIs have equal intellectual input into the design of the project and will devote similar and appropriate levels of effort to the conduct of the project. Explain how funding will be balanced between both PIs or otherwise provide appropriate justification.
  - **Attachment 8: Submissions Statement (one-page limit): Upload as “Submissions.pdf”.** *(Attachment 8 is only applicable and required for applications in which the PI, Initiating PI, or Partnering PI is named in multiple FY23 BCRP Breakthrough Award Level 3 applications. Attachment 8 will be available for programmatic review only.)*

Provide the following information for each individual named as a PI, Initiating PI, Partnering PI, or collaborator in multiple Breakthrough Award Level 3 applications:

- CDMRP log number, funding level, role on the project, project title, and specific aims.
  - Brief description of how the application addresses a research question that is distinct from the other application(s).
- **Attachment 9: Consumer Advocate Statement (one-page limit): Upload as “ConsumerAdvocate.pdf”.** The Consumer Advocate Statement should be written by the PI or Initiating PI. Provide the names of at least two consumer advocates and their affiliation with a breast cancer advocacy organization(s). Describe the integral roles that the consumer advocates will play in the planning, design, implementation, and evaluation of the research. Describe how the consumer advocates’ knowledge of current breast cancer issues and how their background and/or training in breast cancer research will contribute to the project. Explain how the consumer advocates’ experience and expertise will be integrated into the research project and management of the collaboration.

- **Attachment 10: Transition Plan (one-page limit): Upload as “Transition.pdf”.**  
Provide information on potential methods and strategies to move the project’s findings to the next phase of development, clinical trials, and/or delivery to the commercial market after successful completion of the award (e.g., specific potential industry partners, specific funding opportunities to apply for). If the application does not include a clinical trial, provide a realistic timeline for near-term clinical investigation. In addition, provide a plan to distribute the findings or intervention to the breast cancer community.
- **Attachment 11: Regulatory Strategy (no page limit):** *(Attachment 11 is only applicable and required for applications in which a clinical trial is proposed.)* **If submitting multiple documents, start each document on a new page. Combine and upload as a single file named “Regulatory.pdf”.**

Describe the regulatory strategy using the following outline and provide supporting documentation as applicable.

- State the product/intervention name.
- State how many months into the award the anticipated clinical trial would be initiated after the award begins, taking into account any required advanced preclinical work (e.g., GMP production, pharmacokinetics, and toxicity testing) and/or clinical trial preparation (IRB and DOD OHRO approval).

***For products/interventions that do not require regulation by the FDA or an international regulatory agency:***

- For investigator-sponsored regulatory exemptions (e.g., IND, IDE) provide evidence of institutional support. Provide evidence that the clinical trial does not require regulation by the FDA. If the clinical trial will be conducted at international sites, provide equivalent information relevant to the host country(ies) regulatory requirements. No further information for this attachment is required.

***For products/interventions that require regulation by the FDA or an international regulatory agency:***

- State whether the product is FDA-approved, -licensed, or -cleared and marketed in the United States.
- If the product is marketed in the United States, state the product label indication. State whether the proposed research involves a change to the approved label indication for the route of administration, dosage level, and/or subject population. Indicate whether the proposed research involves a change that increases the risks associated with using the product. State whether the product is being promoted for an off-label use (where promotion involves the sale of a marketed product).
- If the product is not currently FDA-approved, -licensed, or -cleared, state the planned indication/use. Indicate whether the product would be classified as a drug, device, biologic, or combination product. Indicate whether the FDA has confirmed the

- proposed classification. Identify the regulatory sponsor. Include a signed sponsor commitment letter acknowledging the regulatory sponsor's understanding of all sponsor responsibilities and commitment to oversee execution of the study.
- If an IND or IDE is required and the application has not been submitted to the FDA yet, describe plans for IND or IDE application submission including when it will be submitted. If an IND or IDE is required and the application has already been submitted to the FDA, provide the date of submission, the application number, and a copy of the FDA letter acknowledging the submission. Provide an explanation of the status of the IND or IDE application and include copies of communications from the FDA relevant to the most recent status of the application. If available, provide a copy of the communication from the FDA indicating the IND or IDE application is active/safe to proceed.
  - If the clinical trial will be conducted at international sites, provide equivalent information and supporting documentation relevant to the product indication/label and regulatory approval and/or filings in the host country(ies).
  - If a drug is to be used in the proposed clinical trial, describe the current status for manufacturing development (e.g., manufacturer's name, GMP-compliant lots available, status of stability testing), non-clinical development (e.g., test facility name, status of pivotal Good Laboratory Practice (GLP) toxicology studies to support phase 1 testing), and clinical development (e.g., clinical site name, safety profile, status of any completed or ongoing clinical trials).
  - If a device is to be used in the proposed clinical trial, indicate who holds the intellectual property rights to the intervention, if applicable, and how the PI has obtained access to those rights for the conduct of the clinical trial.
  - Describe the overall regulatory strategy and product development plan that will support the planned product indication/label. Include a description of the numbers and types of studies proposed to reach approval, licensure, or clearance, and the types of FDA meetings that will be held/planned. Include considerations for compliance with current GMP, GLP, and Good Clinical Practice guidelines.
- **Attachment 12: Inclusion of Women and Minorities (five-page limit): Upload as "Inclusion.pdf".** (*Attachment 12 is only applicable and required for applications that propose clinical research studies and clinical trials.*) Describe the strategy for the inclusion of women and minorities appropriate to the objectives of the study, including a description of the composition of the proposed study population in terms of sex/gender, racial, and ethnic group, and an accompanying rationale for the selection of subjects. Provide an anticipated enrollment table(s) with the proposed enrollment distributed on the basis of sex/gender, race, and ethnicity. The Public Health Service (PHS) Inclusion Enrollment Report is a three-page fillable PDF form, which can be downloaded from eBRAP at <https://ebrap.org/eBRAP/public/Program.htm>.

- **Attachment 13: Representations, if applicable (extramural submissions only): Upload as “RequiredReps.pdf”.** All extramural applicants must complete and submit the Required Representations template available on eBRAP (<https://ebrap.org/eBRAP/public/Program.htm>). For more information, see the General Application Instructions, Appendix 5, Section B, Representations.
- **Attachment 14: Suggested Collaborating DOD Military Facility Budget Format, if applicable: Upload as “MFBudget.pdf”.** If a military facility (Military Health System facility, research laboratory, medical treatment facility, dental treatment facility, or a DOD activity embedded with a civilian medical center) will be a collaborator in performance of the project, complete a separate budget, using “Suggested Collaborating DOD Military Facility Budget Format”, available for download on the eBRAP “Funding Opportunities & Forms” web page <https://ebrap.org/eBRAP/public/Program.htm>, including a budget justification, for each military facility as instructed. The costs per year should be included on the Grants.gov Research & Related Budget Form under subaward costs. Refer to the General Application Instructions, Section III.A.8, for detailed information.

- **Extramural and Intramural Applications**

To evaluate compliance with Title IX of the Education Amendments of 1972 (20 USC 1681[a] et seq.), the DOD is collecting certain demographic and career information to be able to assess the success rates of women who are proposed for key roles in applications in science, technology, engineering, and/or mathematics (STEM) disciplines. To enable this assessment, each application must include the following forms completed as indicated.

**Research & Related Personal Data:** For extramural submissions (via Grants.gov), refer to the General Application Instructions, Section III.A.3, and for intramural submissions (via eBRAP), refer to the General Application Instructions, Section IV.A.2, for detailed information.

**Research & Related Senior/Key Person Profile (Expanded):** For extramural submissions (via Grants.gov), refer to the General Application Instructions, Section III.A.4, and for intramural submissions (via eBRAP), refer to the General Application Instructions, Section IV.A.3, for detailed information.

- **PI Biographical Sketch (five-page limit):** Upload as “Biosketch\_LastName.pdf”. The suggested biographical sketch format is available on the “Funding Opportunities & Forms” web page (<https://ebrap.org/eBRAP/public/Program.htm>) in eBRAP. The National Institutes of Health (NIH) Biographical Sketch may also be used. All biographical sketches should be submitted in uneditable PDF format.
- **PI Previous/Current/Pending Support (no page limit):** Upload as “Support\_LastName.pdf”.
  - For extramural submissions, refer to the General Application Instructions, Section III.A.4, for detailed information.

- For intramural submissions, refer to the General Application Instructions, Section IV.A.3, for detailed information.
- Key Personnel Biographical Sketches (five-page limit each): Upload as “Biosketch\_LastName.pdf”.
  - Include biographical sketch for team members, including consumer advocates.
- Key Personnel Previous/Current/Pending Support (no page limit): Upload as “Support\_LastName.pdf”.
  - For extramural submissions, refer to the General Application Instructions, Section III.A.4, for detailed information.
  - For intramural submissions, refer to the General Application Instructions, Section IV.A.3, for detailed information.

**Research & Related Budget:** For extramural submissions (via Grants.gov), refer to the General Application Instructions, Section III.A.5, and for intramural submissions (via eBRAP), refer to the General Application Instructions, Section IV.A.4, for detailed information.

**Budget Justification (no page limit): Upload as “BudgetJustification.pdf”.** The budget justification for the entire period of performance must be uploaded to the Research & Related Budget after completion of the budget for Period 1.

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

**Project/Performance Site Location(s) Form:** For extramural submissions (via Grants.gov), refer to the General Application Instructions, Section III.A.6, and for intramural submissions (via eBRAP), refer to the General Application Instructions, Section IV.A.5, for detailed information.

- **Extramural Applications Only**

**Research & Related Subaward Budget Attachment(s) Form (if applicable):** Refer to the General Application Instructions, Section III.A.7, for detailed information.

- **Extramural Subaward:** Complete the Research & Related Subaward Budget Form through Grants.gov. (Refer to the General Application Instructions, Section III.A.7, for detailed information.) Verify subaward budget(s) and budget justification forms are present in eBRAP during the application verification period. If these components are missing, upload them to eBRAP before the end of the application verification period.

- **Intramural DOD Collaborator(s):** Complete the “Suggested Collaborating DOD Military Facility Budget Format” and upload to Grants.gov attachment form as [Attachment 14](#). (Refer to the General Application Instructions, Section IV.A.4, for detailed information.) Each Intramural DOD Collaborator should include costs per year on the Grants.gov Research & Related Budget Form under subaward costs.

**Suggested DOD Military Budget Format:** A military facility collaborating in the performance of the project (but not participating as a Partnering PI) should be treated as a subaward for budget purposes. *Note:* Applicants should complete a separate military budget using “Suggested Collaborating DOD Military Facility Budget Format” (available for download on the eBRAP “Funding Opportunities & Forms” web page [<https://ebrap.org/eBRAP/public/Program.htm>]) ([Attachment 14](#)) to show all direct and indirect costs. The costs per year should be included on the Grants.gov Research & Related Budget Form under subaward costs. Refer to the General Application Instructions, Section III.A.8, for detailed information.

### Application Components for the Partnering PI, if applying under the Partnering PI Option

The Partnering PI must follow the link in the email from eBRAP and, if not registered in eBRAP, must complete the registration process prior to the application submission deadline in order to associate their full application package with that of the Initiating PI.

For the Partnering PI, the Initiating PI must identify if the Partnering PI will be named on an extramural or intramural application (in accordance with the guidelines in [Section II.C.1.a, Organization](#)) and the appropriate mode of submission (Grants.gov for extramural and eBRAP for intramural). The Partnering PI must verify their contact information and mode of submission within eBRAP to ensure proper submission of their application.

The application submission process for the Partnering PI uses an abbreviated full application package that includes:

- **Extramural and Intramural Applications**

**Attachments:**

- **Attachment 5: Statement of Work (three-page limit if a clinical trial is not proposed or a six-page limit if a clinical trial is proposed): Upload as “SOW.pdf”.** Refer to the General Application Instructions, Section III.A.2, for detailed information on completing the SOW. Each PI must submit an identical copy of a jointly created SOW. The contributions of the Initiating PI and the Partnering PI should be noted for each task.
- **Attachment 13: Representations (extramural submissions only): Upload as “RequiredReps.pdf”.** All extramural applicants must complete and submit the Required Representations template available on eBRAP (<https://ebrap.org/eBRAP/public/Program.htm>). For more information, see the General Application Instructions, Appendix 5, Section B, Representations.

- **Attachment 14: Suggested Collaborating DOD Military Facility Budget Format: Upload as “MFBudget.pdf”.** Refer to the General Application Instructions, Section IV.A.4, for detailed information. The costs per year should be included on the Grants.gov Research & Related Budget Form under subaward costs.

**Research & Related Personal Data:** For extramural submissions (via Grants.gov) refer to the General Application Instructions, Section III.A.3, and for intramural submissions (via eBRAP), refer to the General Application Instructions, Section IV.A.2, for detailed information.

**Research & Related Senior/Key Person Profile (Expanded):** For extramural submissions (via Grants.gov), refer to the General Application Instructions, Section III.A.4, and for intramural submissions (via eBRAP), refer to the General Application Instructions, Section IV.A.3, for detailed information.

- PI Biographical Sketch (five-page limit): Upload as “Biosketch\_LastName.pdf”. The suggested biographical sketch format is available on the “Funding Opportunities & Forms” web page (<https://ebrap.org/eBRAP/public/Program.htm>) in eBRAP. The NIH Biographical Sketch may also be used. All biographical sketches should be submitted in the PDF format that is not editable.
- PI Previous/Current/Pending Support (no page limit): Upload as “Support\_LastName.pdf”.
  - For extramural submissions, refer to the General Application Instructions, Section III.A.4, for detailed information.
  - For intramural submissions, refer to the General Application Instructions, Section IV.A.3, for detailed information.
- Key Personnel Biographical Sketches (five-page limit each): Upload as “Biosketch\_LastName.pdf”.
  - Include Biographical sketches for team members, including consumer advocates.
- Key Personnel Previous/Current/Pending Support (no page limit): Upload as “Support\_LastName.pdf”.
  - For extramural submissions, refer to the General Application Instructions, Section III.A.4, for detailed information.
  - For intramural submissions, refer to the General Application Instructions, Section IV.A.3, for detailed information.

**Research & Related Budget:** For extramural submissions, refer to the General Application Instructions, Section III.A.5, and for intramural submissions, refer to the General Application Instructions, Section IV.A.4, for detailed information.

**Budget Justification (no page limit):** Upload as “BudgetJustification.pdf”.

*Initiating and Partnering PIs must each submit a budget and justification specific to their own portion of the efforts as part of their separate Grants.gov or eBRAP application packages. The Research & Related Budget for the Partnering PI should not include budget information for the Initiating PI, even if they are located within the same organization. Refer to [Section II.D.5, Funding Restrictions](#), for detailed information.*

**Project/Performance Site Location(s) Form:** For extramural submissions (via Grants.gov), refer to the General Application Instructions, Section III.A.6, and for intramural submissions (via eBRAP), refer to General Application Instructions, Section IV.A.5, for detailed information.

- **Extramural Applications Only**

**Research & Related Subaward Budget Attachment(s) Form:**

- **Extramural Subaward:** Complete the Research & Related Subaward Budget Form through Grants.gov. (Refer to the General Application Instructions, Section III.A.7, for detailed information.)
- **Intramural DOD Collaborator(s):** Complete a separate DOD military budget, using Suggested Collaborating DOD Military Facility Budget Format (available for download on the eBRAP “Funding Opportunities & Forms” web page [<https://ebrap.org/eBRAP/public/Program.htm>]), and upload to Grants.gov attachment form as [Attachment 14](#). (Refer to the General Application Instructions, Section III.A.8, for detailed information.)

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

The applicant organization must be registered as an entity in SAM (<https://www.sam.gov/SAM/>) and receive confirmation of an “Active” status before submitting an application through Grants.gov. *As of April 2022, all federal awards including, but not limited to, contracts, grants, and cooperative agreements will use the UEI generated through SAM.gov.* Refer to the General Application Instructions, Section III, for further information regarding Grants.gov requirements.

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

All submission dates and times are indicated in [Section I, Overview of the Funding Opportunity](#). Pre-application and application submissions are required. The pre-application and application submission process should be started early to avoid missing deadlines. There are no grace periods. Failure to meet either of these deadlines will result in submission rejection.

### **Applicant Verification of Full Application Submission in eBRAP**

*For Both Extramural and Intramural Applicants:* eBRAP allows an organization’s representatives and PIs to view and modify the full application submissions associated with

them. Following retrieval and processing of the full application, eBRAP will notify the organizational representatives and PI by email to log into eBRAP to review, modify, and verify the full application submission. eBRAP will validate full application files against the specific program announcement requirements, and discrepancies will be noted in an email to the PI and in the “Full Application Files” tab in eBRAP. eBRAP does not confirm the accuracy of file content. Application viewing, modification, and verification in eBRAP are strongly recommended, but not required. It is the applicant’s responsibility to review all application components and ensure proper ordering as specified in the program announcement. ***If either the Project Narrative or the budget fails eBRAP validation or needs to be modified, an updated full application package must be submitted prior to the application submission deadline. The Project Narrative and Research & Related Budget Form cannot be changed after the application submission deadline.*** Other application components may be changed until the end of the application verification period. Verify that subaward budget(s) and budget justification forms are present in eBRAP during the application verification period. If these components are missing, upload them to eBRAP before the end of the application verification period. After the end of the application verification period, the full application cannot be modified.

***Extramural Submission:*** The full application package submitted to Grants.gov may be viewed and modified in eBRAP until the end of the application verification period. During the application verification period, the full application package, ***with the exception of the Project Narrative and Budget Form***, may be modified.

***Intramural DOD Submission:*** After eBRAP has processed the full application, the organizational Resource Manager/Comptroller/Task Area Manager or equivalent Business Official and PI(s) will receive email notification of the status and will be able to view and modify application components in eBRAP. During the application verification period, the full application package, ***with the exception of the Project Narrative and Budget Form***, may be modified. The Resource Manager/Comptroller/Task Area Manager or equivalent Business Official should log into eBRAP to review and to approve the application package prior to the application verification deadline.

***For All Submissions:*** Verify that subaward budget(s) with budget justification are present in eBRAP during the application verification period. If these components are missing, upload them to eBRAP before the end of the application verification period.

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

***The requested funding level should be aligned with the scope of the research proposed and the [funding level description](#).***

##### **Funding Level 3 (single PI):**

The maximum period of performance is **4** years.

The application’s direct costs budgeted for the entire period of performance should not exceed **\$4M**. If indirect cost rates have been negotiated, indirect costs are to be budgeted in accordance with the organization’s negotiated rate.

### ***Clinical Trials***

For applications that propose a clinical trial, funds may be requested for the full proposed period of performance (up to 4 years) to cover:

- Advanced preclinical work (e.g., GMP production, pharmacokinetics and toxicity testing) and/or clinical trial preparation (e.g., IND approval, IRB and DOD OHRO approval), which will be considered the base award; and
- Clinical trial work, which will be considered the optional research effort(s).

The approval of optional research effort(s) will be contingent upon the completion of advanced preclinical work (if applicable) and all necessary regulatory approvals under the base award. Approval may be dependent on the availability of future year appropriations. The budget and SOW for the base award and the optional research effort(s) must be severable. Additionally, the option research effort period(s), if funded, are to be conducted within the maximum period of performance (up to 4 years).

### **Funding Level 3 with Partnering PI Option:**

The maximum period of performance is 4 years.

The application's combined direct costs budgeted for the entire period of performance in the applications of the Initiating PI and the Partnering PI will not exceed **\$5M**. If indirect cost rates have been negotiated, indirect costs are to be budgeted in accordance with the organization's negotiated rate. Collaborating organizations should budget associated indirect costs in accordance with each organization's negotiated rate.

### ***Clinical Trials***

For applications that propose a clinical trial, funds may be requested for the full proposed period of performance (up to 4 years) to cover:

- Advanced preclinical work (e.g., GMP production, pharmacokinetics and toxicity testing) and/or clinical trial preparation (e.g., IND approval, IRB and DOD OHRO approval), which will be considered the base award; and
- Clinical trial work, which will be considered the optional research effort(s).

The approval of the optional research effort(s) will be contingent upon the completion of advanced preclinical work (if applicable) and all necessary regulatory approvals under the base award. Approval may be dependent on the availability of future year appropriations. The budget and SOW for the base award and optional research effort(s) must be severable. Additionally, the option research effort period(s), if funded, are to be conducted within the maximum period of performance (up to 4 years).

### **For All Funding Level 3 Options:**

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

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

For this award mechanism, direct costs may be requested for (not all-inclusive):

- Travel in support of multidisciplinary collaborations.
- Costs for three investigators to travel to one scientific/technical meeting per year. The intent of travel costs to scientific/technical meetings is to present project information or disseminate project results from the FY23 BCRP Breakthrough Award Level 3.

For extramural awards with an intragovernmental component, direct transfer of funds from an extramural award recipient to a DOD or other federal agency is not allowed except under very limited circumstances. Funding to intramural DOD and other federal agencies will be managed through a direct funds transfer. Intramural applicants are responsible for coordinating through their agency's procedures the use of contractual or assistance funding awards or other appropriate agreements to support extramural collaborators.

Refer to the General Application Instructions, Section III.A.5, for budget regulations and instructions for the Research & Related Budget. *For federal agencies or organizations collaborating with federal agencies, budget restrictions apply as are noted in the General Application Instructions, Section III.A.5.*

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

Refer to the General Application Instructions, Appendix 4, for detailed formatting guidelines.

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

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

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

*For applications without a clinical trial:*

To determine technical merit, all applications will be evaluated according to the following **scored criteria**, which are of equal importance.

- **Impact**

*Note:* Reviewers will evaluate how the proposed research will have an impact on the overarching challenge(s), assuming the objective/goals are realized.

- To what degree the proposed project will have a major impact on the overarching challenge(s).

- To what degree the project meets the requirement for high potential to accelerate progress toward ending breast cancer substantially beyond an incremental advance.
- Whether the proposed research will lead to a fundamentally new approach that is significantly more effective than interventions already approved or in clinical development.
- How well the proposal justifies how the identified breast cancer patients or at-risk individuals would benefit from the proposed research.
- **Research Strategy**
  - How well the scientific rationale supports the project and its feasibility as demonstrated by a critical review and analysis of published literature, logical reasoning, and preliminary data.
  - How well the hypothesis, objectives, and specific aims are developed.
  - How well the experimental design, methods, and analyses are developed and support completion of the specific aims.
  - Whether there is documented availability of, access to, and quality control for all data, cohort(s), and/or critical reagents, where relevant.
  - If applicable, whether the strategy for the inclusion of women and minorities and distribution of proposed enrollment are appropriate for the proposed research.
  - If applicable, whether there are resources available for the development of sufficient quantities of critical reagents under GMP.
  - If applicable, whether data will be appropriately reported and documented to support a regulatory filing with the FDA.
  - How well the application acknowledges potential pitfalls and problem areas and addresses alternative methods and approaches.
  - How well the SOW indicates a feasible plan and timeline to conduct the research and provides clearly defined research milestones to be accomplished by the end of each year in the period of performance.
- **Statistical Plan**
  - To what degree an appropriate statistical plan is provided, including power analysis.
- **Transition Plan**
  - To what degree the application's timeline for near-term clinical investigation is realistic and appropriate.

- To what degree the application demonstrates feasible methods and strategies to move the project's finding to the next phase of development, clinical trials, and/or delivery to the commercial market after successful completion of the award.
- Whether the application has an appropriate plan to distribute the findings or intervention to the breast cancer community.
- **Personnel**
  - Whether the application includes an appropriate and robust research team with the combined backgrounds and breast cancer-related expertise to enable successful conduct of the project.
  - Whether the levels of effort are appropriate for successful conduct of the proposed work.
  - Whether two or more consumer advocates are named in the application and meet the criteria according to the program announcement.
  - How well consumer advocates are integrated into the planning, design, implementation, and evaluation of the research.
  - To what degree the consumer advocates' knowledge of current breast cancer issues and how their background and/or training in breast cancer research will contribute to the project.
- **Partnership (*only applicable to Partnering PI Option applications*)**
  - How well the partnership and combined expertise of the Initiating and Partnering PIs contribute to the research strategy and completion of the SOW.
  - To what degree the partnership will better address the research question together rather than through separate individual efforts.
  - How well the application reflects that both PIs contribute equal intellectual input into the design of the project and will devote similar and appropriate levels of effort to the conduct of the project.
  - Whether funding will be balanced between both PIs or is otherwise appropriately justified.

In addition, the following **unscored criteria** will also contribute to the overall evaluation of the application:

- **Environment**
  - Whether the scientific environment is appropriate for the proposed research.
  - How well the research requirements are supported by the availability of, and access to, facilities and resources (including collaborative arrangements).

- Whether the quality and extent of institutional support are appropriate for the proposed research.
- If applicable, to what degree the intellectual and material property plan is appropriate.
- **Budget**
  - Whether the **direct** costs exceed the allowable direct costs as published in the program announcement.
  - Whether the budget is appropriate for the proposed research and funding level.
- **Application Presentation**
  - To what extent the writing, clarity, and presentation of the application components influence the review.

***For applications with a clinical trial:***

To determine technical merit, all applications will be evaluated according to the following **scored criteria**, which are of equal importance:

- **Impact**

**Note:** Reviewers will evaluate how the proposed research will have an impact on the overarching challenge(s), assuming the objective/goals are realized.

- To what degree the proposed project will have a major impact on the overarching challenge(s).
- To what degree the project meets the requirement for high potential to lead to accelerate progress toward ending breast cancer substantially beyond an incremental advance.
- Whether the proposed research will lead to a fundamentally new approach that is significantly more effective than interventions already approved or in clinical development.
- How well the proposal justifies how the identified breast cancer patients or at-risk individuals would benefit from the proposed research.
- **Clinical Trial**
  - Whether the type of clinical trial (e.g., prospective, randomized, controlled) to be performed is appropriate to meet the project's objectives.
  - How well the clinical trial is designed with appropriate study variables, controls, and endpoints.

- How well the application demonstrates the availability of, and access to, the appropriate patient population(s), as well as the ability to recruit a sufficient number of subjects.
- Whether the strategy for the inclusion of women and minorities and distribution of proposed enrollment are appropriate for the proposed research.
- Whether the clinical trial design, methods, and analysis plan meet the requirements for applying for and obtaining IND/IDE status (or other FDA approval), if appropriate.
- Whether potential challenges and alternative strategies are appropriately identified.
- To what degree the SOW indicates a feasible plan and timeline to conduct the clinical trial and provides clearly defined milestones to be accomplished by the end of each year in the period of performance.
- **Regulatory Strategy**
  - Whether the application states the product/intervention to be used.
  - Whether the application includes documentation that the study is exempt from FDA or other international agency regulation, or whether plans for IND or IDE application (and/or other international equivalent) to the FDA or other international regulatory agency are reasonable and appropriate.
  - For investigator-sponsored regulatory exemptions (e.g., IND, IDE, or other international equivalent), whether there is evidence of appropriate institutional support.
  - If a drug is to be used, how well the application describes the current status for manufacturing development, non-clinical development, and clinical development.
  - If a device is to be used, whether the application indicates who holds the intellectual property rights to the intervention and how the PI has obtained access to those rights for the proposed clinical trial.
  - To what degree the regulatory strategy and development plan to support the product indication/label are appropriate and well described.
- **Research Strategy (*applicable only to applications that include laboratory research studies*)**
  - How well the scientific rationale supports the project and its feasibility as demonstrated by a critical review and analysis of published literature, relevant, ongoing or recently completed clinical trials, logical reasoning, and preliminary data.
  - How well the hypothesis, objectives, and specific aims are developed.
  - How well the experimental design, methods, and analyses are developed and support completion of the specific aims.

- How well the application acknowledges potential pitfalls and addresses alternative approaches.
  - Whether there is documented availability of, access to, and quality control for all data and/or critical reagents, where relevant.
  - Whether there are resources available for the development of sufficient quantities of critical reagents under GMP, if applicable.
  - Whether the proposed laboratory research studies are clearly linked to the proposed clinical trial.
  - If applicable, whether data will be appropriately reported and documented to support a regulatory filing with the FDA.
  - How well the SOW indicates a feasible plan and timeline to conduct the research and provides clearly defined research milestones to be accomplished by the end of each year in the period of performance.
- **Statistical Plan**
    - To what degree an appropriate statistical model and data analysis plan is provided, including a complete power analysis.
    - Whether the clinical trial is designed with enough statistical power to demonstrate that the sample size is appropriate to meet the objectives of the study.
- **Transition Plan**
    - To what degree the application demonstrates feasible methods and strategies to move the project's findings to the next phase of development, clinical trials, and/or delivery to the commercial market after successful completion of the award.
    - Whether the application has an appropriate plan to distribute the findings or intervention to the breast cancer community.
- **Personnel**
    - Whether the application includes an appropriate and robust research/clinical team with the combined backgrounds and breast cancer-related expertise to enable successful conduct of the project.
    - Whether the levels of effort are appropriate for successful conduct of the proposed work.
    - Whether two or more consumer advocates are named in the application and meet the criteria according to the program announcement.
    - To what degree consumer advocates are integrated into the planning, design, implementation, and evaluation of the research.

- How well the consumer advocates' knowledge of current breast cancer issues and how their background and/or training in breast cancer research will contribute to the project.
- **Partnership** (*only applicable to Partnering PI Option applications*)
  - How well the partnership and combined expertise of the Initiating and Partnering PIs contribute to the research strategy and completion of the SOW.
  - To what degree the partnership will better address the research question together rather than through separate individual efforts.
  - How well the application reflects that both PIs contribute equal intellectual input into the design of the project and will devote similar and appropriate levels of effort to the conduct of the project.
  - Whether funding will be balanced between both PIs or is otherwise appropriately justified.

In addition, the following **unscored criteria** will also contribute to the overall evaluation of the application:

- **Environment**
  - To what degree the scientific environment, clinical setting, and the accessibility of institutional resources support the clinical trial at each participating center or institution (including collaborative arrangements).
  - Whether there is evidence for appropriate institutional commitment from each participating institution.
  - If applicable, whether the intellectual and material property plan that is agreed upon by each participating institution is appropriate for the proposed clinical trial.
- **Budget**
  - Whether the **direct** costs exceed the allowable direct costs as published in the program announcement.
  - Whether the budget is appropriate for the proposed research.
- **Application Presentation**
  - To what extent the writing, clarity, and presentation of the application components influence the review.

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

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

- Ratings and evaluations of the peer reviewers
- Relevance to the mission of the DHP and FY23 BCRP, as evidenced by the following:
  - Adherence to the intent of the award mechanism
  - Program portfolio composition
  - Relative impact

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

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

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

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

Prior to making an assistance agreement award where the federal share is expected to exceed the simplified acquisition threshold, as defined in 2 CFR 200.1, over the period of performance, the

federal awarding agency is required to review and consider any information about the applicant that is available in the Federal Awardee Performance and Integrity Information System (FAPIIS).

An applicant organization may review FAPIIS, accessible through SAM, and submit comments to FAPIIS on any information about the organization that a federal awarding agency previously entered and is currently available in FAPIIS.

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

#### **II.E.4. Anticipated Announcement and Federal Award Dates**

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

Each PI and organization will receive email notification of posting of the funding recommendation in eBRAP. Each PI will receive a peer review summary statement on the strengths and weaknesses of the application.

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

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

Awards supported with FY23 funds are anticipated to be made no later than September 30, 2024. Refer to the General Application Instructions, Appendix 2, for additional award administration information.

After email notification of application review results through eBRAP, and if selected for funding, a representative from the USAMRAA will contact the Business Official authorized to negotiate on behalf of the PI's organization.

**Pre-Award Costs:** An institution of higher education, hospital, or non-profit organization may, at its own risk and without the government's prior approval, incur obligations and expenditures to cover costs up to 90 days before the beginning date of the initial budget period of a new award. Refer to the General Application Instructions, Section III.A.5.

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

**Federal Government Organizations:** Funding made to federal government organizations (to include intramural DOD organizations) will be executed through the Military Interdepartmental

Purchase Request (MIPR) or Funding Authorization Document (FAD) process. Transfer of funds is contingent upon appropriate safety and administrative approvals. Intramural applicants and collaborators are reminded to coordinate receipt and commitment of funds through their respective Resource Manager/Task Area Manager/Comptroller or equivalent Business Official.

### **II.F.1.a. PI Changes and Award Transfers**

Changes in PI, Initiating PI, or Partnering PI are not allowed, except under extenuating circumstances that will be evaluated on a case-by-case basis and at the discretion of the Grants Officer.

An organizational transfer of an award supporting a PI, Initiating PI, or Partnering PI is discouraged and will be evaluated on a case-by-case basis and only allowed at the discretion of the Grants Officer.

The organizational transfer of an award supporting a clinical trial is strongly discouraged and in most cases will not be allowed. Approval of a transfer request will be on a case-by-case basis at the discretion of the Grants Officer.

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

Refer to the General Application Instructions, Appendix 2, Section B, for general information on organization or PI changes.

### **II.F.2. Administrative and National Policy Requirements**

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

Refer to the General Application Instructions, Appendix 2, for general information regarding administrative requirements.

Refer to the General Application Instructions, Appendix 5, for general information regarding national policy requirements.

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

**Certification Regarding Disclosure of Funding Sources.** The proposing entity must comply with Section 223(a) of the William M. (Mac) Thornberry National Defense Authorization Act for Fiscal Year 2021, which requires that the PI, Partnering PIs (if applicable), and all key personnel:

- Certify that the current and pending support provided on the application is current, accurate, and complete;

- Agree to update such disclosure at the request of the agency prior to the award of support and at any subsequent time the agency determines appropriate during the term of the award; and
- Have been made aware of the requirements under Section 223(a)(1) of this Act.

False, fictitious, or fraudulent statements or claims may result in criminal, civil, or administrative penalties (18 USC 1001).

### **II.F.3. Reporting**

Refer to the General Application Instructions, Appendix 2, Section A, for general information on reporting requirements. ***If there are technical reporting requirement delinquencies for any existing USAMRAA-sponsored awards at the applicant organization, no new awards will be issued to the applicant organization until all delinquent reports have been submitted.***

Annual progress reports as well as a final progress report will be required.

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

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

**PHS Inclusion Enrollment Reporting Requirement (*only required for clinical research studies and clinical trials*):** Enrollment reporting on the basis of sex/gender, race, and/or ethnicity will be required with each annual and final progress report. The PHS Inclusion Enrollment Report is available on the “Funding Opportunities & Forms” web page (<https://ebrap.org/eBRAP/public/Program.htm>) in eBRAP.

Awards resulting from this program announcement may entail additional reporting requirements related to recipient integrity and performance matters. Recipient organizations that have federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10M are required to provide information to FAPIIS about certain civil, criminal, and administrative proceedings that reached final disposition within the most recent 5-year period and that were connected with performance of a federal award. These recipients are required to disclose, semiannually, information about criminal, civil, and administrative proceedings as specified in the applicable Representations (see General Application Instructions, Appendix 5, Section B).

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

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

Questions related to program announcement content or submission requirements as well as questions related to the pre-application or intramural application submission through eBRAP should be directed to the eBRAP Help Desk, which is available Monday through Friday from 8:00 a.m. to 5:00 p.m. ET (closed on most U.S. federal holidays). Response times may vary depending upon the volume of inquiries.

Phone: 301-682-5507

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

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

Questions related to extramural application submission through Grants.gov portal should be directed to the Grants.gov Contact Center, which is available 24 hours a day, 7 days a week (closed on U.S. federal holidays). Note that the eBRAP Help Desk is unable to provide technical assistance with Grants.gov submission.

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

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

Sign up on Grants.gov for “send me change notification emails” by following the link on the “Synopsis” page for the program announcement or by responding to the prompt provided by Grants.gov when first downloading the Grants.gov application package. If the Grants.gov application package is updated or changed, the original version of the application package may not be accepted by Grants.gov.

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

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

Questions related to this program announcement should refer to the program name, the program announcement name, and the program announcement version code 800c. The program announcement numeric version code will match the General Application Instructions version code 800.

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

After receipt of pre-applications or applications, the following administrative actions may occur:

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

The following will result in administrative rejection of the pre-application:

- Preproposal Narrative is missing.

The following will result in administrative rejection of the application:

- Submission of an application for which a letter of invitation was not received.
- Project Narrative exceeds page limit.
- Project Narrative is missing.
- Budget is missing.

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

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

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

The following may result in administrative withdrawal of the pre-application or application:

- An FY23 BCRP Programmatic Panel member is named as being involved in the research proposed or is found to have assisted in the pre-application or application processes including, but not limited to, concept design, application development, budget preparation, and the development of any supporting documentation. *A list of the FY23 BCRP Programmatic Panel members can be found at <https://cdmrp.health.mil/bcrp/panels/panels23>.*
- The application fails to conform to this program announcement description.
- Inclusion of URLs, with the exception of links in References Cited and Publication and/or Patent Abstract sections.
- Page size is larger than 8.5 inches x 11.0 inches (approximately 21.59 cm x 27.94 cm).
- To preserve the integrity of its peer and programmatic review processes, the CDMRP discourages inclusion of any employee of its review contractors having any role in the preparation, research or other duties for submitted applications. For FY23, the identities of the peer review contractor and the programmatic review contractor may be found at the CDMRP website (<https://cdmrp.health.mil/about/2tierRevProcess>). Applications that include names of personnel from either of these companies may be administratively withdrawn.

- Personnel from applicant or collaborating organizations are found to have contacted persons involved in the review or approval process to gain protected evaluation information or to influence the evaluation process.
- Applications from extramural organizations, including non-DOD federal agencies, received through eBRAP may be withdrawn.
- Applications submitted by an intramural DOD organization may be withdrawn if the intramural organization cannot coordinate the use of contractual, assistance, or other appropriate agreements to provide funds to extramural collaborators.
- The invited application proposes a different research project than that described in the pre-application.
- Submission of the same research project to different funding opportunities within the same program and funding cycle.
- The application does not address at least one of the FY23 BCRP Overarching Challenges in Section II.A.2 and adequate justification for exception was not provided.
- **Partnering PI Option:** Failure to submit both associated (Initiating PI and Partnering PI) applications by the application submission deadline.
- Application fails to include two consumer advocates on the research team as required by this program announcement.

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

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

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

Application Components	Action	Single or Initiating PI Completed	Partnering PI Completed
SF424 Research & Related Application for Federal Assistance <b>(extramural submissions only)</b>	Complete form as instructed		
Summary (Tab 1) and Application Contacts (Tab 2) <b>(intramural submissions only)</b>	Complete tabs as instructed		
Attachments	Project Narrative: Upload as Attachment 1 with file name "ProjectNarrative.pdf"		
	Supporting Documentation: Upload as Attachment 2 with file name "Support.pdf"		
	Technical Abstract: Upload as Attachment 3 with file name "TechAbs.pdf"		
	Lay Abstract: Upload as Attachment 4 with file name "LayAbs.pdf"		
	Statement of Work: Upload as Attachment 5 with file name "SOW.pdf"		
	Impact Statement: Upload as Attachment 6 with file name "Impact.pdf"		
	Partnership Statement: Upload as Attachment 7 with file name "Partnership.pdf" if applicable		
	Submissions Statement: Upload as Attachment 8 with file name "Submissions.pdf" if applicable		
	Consumer Advocate Statement: Upload as Attachment 9 with a file name "ConsumerAdvocate.pdf"		
	Transition Plan: Upload as Attachment 10 with file name "Transition.pdf"		
	Regulatory Strategy: Upload as Attachment 11 with file name "Regulatory.pdf" if applicable		
	Inclusion Statement: Upload as Attachment 12 with file name "Inclusion.pdf" if applicable		

<b>Application Components</b>	<b>Action</b>	<b>Single or Initiating PI Completed</b>	<b>Partnering PI Completed</b>
	Representations (extramural submissions only): Upload as Attachment 13 with file name "RequiredReps.pdf"		
	Suggested Collaborating DOD Military Facility Budget Format: Upload as Attachment 14 with file name "MFBudget.pdf" if applicable		
Research & Related Personal Data	Complete form as instructed		
Research & Related Senior/Key Person Profile (Expanded)	Attach PI Biographical Sketch (Biosketch_LastName.pdf) to the appropriate field		
	Attach PI Previous/Current/Pending Support (Support_LastName.pdf) to the appropriate field		
	Attach Biographical Sketch (Biosketch_LastName.pdf) for each senior/key person to the appropriate field		
	Attach Previous/Current/Pending (Support_LastName.pdf) for each senior/key person to the appropriate field		
Research & Related Budget ( <b>extramural submissions only</b> )	Complete as instructed. Attach Budget Justification (BudgetJustification.pdf) to the appropriate field		
Budget ( <b>intramural submissions only</b> )	Complete the Suggested DOD Military Budget Format, including justification		
Project/Performance Site Location(s) Form	Complete form as instructed		
Research & Related Subaward Budget Attachment(s) Form	Complete form as instructed		

## APPENDIX 1: ACRONYM LIST

ACURO	Animal Care and Use Review Office
BCRP	Breast Cancer Research Program
CDMRP	Congressionally Directed Medical Research Programs
CFR	Code of Federal Regulations
DHP	Defense Health Program
DOD	Department of Defense
DoDGARs	Department of Defense Grant and Agreement Regulations
eBRAP	Electronic Biomedical Research Application Portal
EC	Ethics Committee
ET	Eastern Time
FAPIIS	Federal Awardee Performance and Integrity Information System
FDA	U.S. Food and Drug Administration
FY	Fiscal Year
GLP	Good Laboratory Practice
GMP	Good Manufacturing Practice
IACUC	Institutional Animal Care and Use Committee
IDE	Investigational Device Exemption
IND	Investigational New Drug
IRB	Institutional Review Board
M	Million
MB	Megabytes
NIH	National Institutes of Health
OHARO	Office of Human and Animal Research Oversight (previously Office of Research Protections)
OHRO	Office of Human Research Oversight (previously Human Research Protection Office)
ORCID	Open Researcher and Contributor ID, Inc.
PDF	Portable Document Format
PHS	Public Health Service
PI	Principal Investigator
SAM	System for Award Management
SOW	Statement of Work
STEM	Science, Technology, Engineering, and/or Mathematics
UEI	Unique Entity Identifier
URL	Uniform Resource Locator
USAMRAA	U.S. Army Medical Research Acquisition Activity
USAMRDC	U.S. Army Medical Research and Development Command
USC	United States Code