



INNOVATIVE/TRANSLATIONAL CANCER RESEARCH GRANT APPLICATION ANNOUNCEMENT

APPLICATIONS WILL BE ACCEPTED FROM NOVEMBER 1, 2024 - FEBRUARY 1, 2025

The Mary Kay Ash Foundation®, a funding source for cancer research, is currently accepting applications for innovative grants for translational research of cancers affecting women, including but not limited to breast, cervical, endometrial, ovarian, uterine or cancers predominantly affecting women. Grants will be awarded in the amount of \$100,000 over a two-year period.

APPLICATION REQUIREMENTS & GUIDELINES:

- Grants are by invitation only.
- Only **one** grant application will be accepted from each accredited cancer research institute or medical school. It is up to each institute to conduct an internal review process to determine their applicant. No exceptions.
- PIs must be appointed a full-time assistant professor or higher at the time of submission and commit a minimum 5% effort.
- All text and general page formatting guidelines should adhere to NIH-format ([NIH website](#)).
- If you are applying on behalf of a PI, you **must** use the PI's first and last name to create the GrantsConnect User Profile Login. The User Profile generates the name the Research Review Committee sees when reviewing submissions.
- Please review the FAQs section and Applicant User Guide for additional questions you may encounter.

FOR ALL OTHER QUESTIONS, PLEASE CONTACT [JULIA SANTOSUOSSO](#)

FREQUENTLY ASKED QUESTIONS

PRINCIPAL INVESTIGATOR (PI)

- *I am assisting a PI to submit their application. May I complete the application on behalf of the PI?*
 - Yes, BUT please create the GrantsConnect User Profile with the PI's first and last name. When you create a new user, the First and Last Name fields populate the application submission name. This is what the Research Review Committee will see, and it needs to be the PI's name.
 - If an additional person needs to receive notifications regarding the status of the application, you can provide their contact information in the new user fields and/or provide the university contact within the application.
- *Are co-PIs allowed?*

- Yes, one co-PI is permitted.
- Co-PI must meet the same eligibility requirements as PI (full-time assistant professor or higher).
- Post-doc contributors will need to be listed as co-investigators, not co-PIs.
- *Is there a salary cap?*
 - Yes, we do impose a salary cap equivalent to that of NIH - \$221,900 (as of 1/1/24).
 - Please reference and adhere to the most current [NIH Salary Cap, Stipends & Training Funds guidelines](#).
- *Does the applicant need to be a U.S. citizen to apply?*
 - No, U.S. citizenship is not a requirement. However, grants are only awarded to US-based institutions.
 - International co-PIs are permitted with the caveat that all funds will be designated to the U.S.-based university.
- *Does the applicant have to be an appointed member of the medical school faculty?*
 - No, applicants are eligible from any school within the accredited university who received the invitation, so long as their proposal is on topic (relevant to women's cancer) and they are an appointed full-time assistant professor or higher at the time of submission.
 - Staff scientists, postdoctoral trainees and instructors are NOT eligible.
- *Is a professor pending appointment to a full-time position after the submission date eligible to apply?*
 - No, pending future appointments will not be honored.
- *Is there a minimum amount of research/protected time that an applicant is required to commit?*
 - PIs should commit a minimum of 5% effort.

APPLYING INSTITUTION

- *We have multiple campuses within our university system. Is each campus eligible to apply?*
 - Each campus within a larger university system is eligible to submit ONE application.
 - E.g., The University of Texas at San Antonio and The University of Texas at Austin are considered two separate campuses within the greater University of Texas system. Each campus is eligible to submit a single application if invited to apply.
- *We have multiple schools within our campus that would like to apply (i.e. school of pharmacy, medical school, cancer center, etc.) How many applications can be submitted?*
 - Any schools, cancer centers, and affiliated institutions within the same campus system/EIN will need to submit one application on behalf of the entire campus. It will be up to your internal selection process to determine the strongest candidate.
 - For example, if the selected applicant is from the school of pharmacology, then the medical school could not also submit an applicant.

APPLICATION

- *What are the document formatting requirements?*
 - For all documents, please adhere to NIH-format guidelines or similar which can be referenced on the NIH website [here](#).
 - Please follow a consistent naming convention throughout your application so documents are easily identifiable. (e.g., "Budget Justification_Last Name")
- *Is 15% of indirect costs based on the total \$100,000 or the total of the direct costs?*
 - Indirect costs should not exceed 15% of the direct costs total (E.g., Direct costs ≤ \$86,956, Indirect costs ≤ \$13,044)
- *Are there any restrictions on how dollars may be allocated for the budget?*
 - The only restrictions imposed are 1) the total budget may not exceed \$100,000 (combined indirect/direct costs), 2) equipment and travel costs must be justified, 3) indirect costs must not exceed 15% of direct costs.
 - Budget format should follow NIH format for a two-year grant (\$50,000/year) and include justification.
- *Are previous years' grant recipients eligible to apply?*
 - Yes, if they are not currently receiving funding from the Mary Kay Ash Foundation.
- *Is a nomination/formal letter of intent required once the final candidate has been selected by the institution?*

- No, a formal letter of nomination is not requested. Selections should be administered through your internal procedures, and we assume the final applicant has been vetted through each institution's selection process. Simply complete the application prior to the deadline.
- *Are studies requiring the use of animal testing allowed?*
 - Animal studies are allowed. However, researchers will need to indicate how their studies would impact patient care in the future should their research be successful.
- *Does the application need to be submitted through a 501(c)(3) or an education institution EIN?*
 - Either is acceptable depending on your university's preference.
- *Is preliminary data important to include in the proposal?*
 - Preliminary data is not required; however, it is helpful to include if available.
- *What components will be required within the application? (All documents should be PDFs in NIH-format.)*
 - Research Description (6 pages max.)
 - Literature References Cited (2 pages max.)
 - Letters of Collaboration/Letters of Support (3 pages max.)
 - Current Financial Support (2 pages max.)
 - NIH-format Budget & Justification
 - NIH-format Biosketch or equivalent (5 pages max.)
 - If a co-PI or collaborators are included in your research team, provide a brief resume for each in a single PDF.

GRANTS

- *When will I be notified if I receive a grant?*
 - Grant announcements typically occur around the beginning of August. We will contact the university contact and PI within the application to notify if an award has been granted and follow-up with next steps.
- *When will funds be administered if my grant is awarded?*
 - Once notified of being a recipient, you will receive a contract for review. Upon a fully executed contract, the first \$50,000 will be issued. A one-year progress report is required to receive the remaining balance of \$50,000. A final report will be due upon completion of the grant period.
- *What is the timing of the grant period*?*
 - The grant period is two years beginning September 1, 2025 – September 1, 2027*. Contracts are distributed to the final awardees in early June. We encourage an expeditious contract negotiation timeline to avoid delay in receipt of funds. Please note, Year 1 funds are not released until a fully executed contract is in place. Year 1 progress report is due on September 15, 2026, and a final report and financial statement is due October 1, 2027.)

**Please note, timing has shifted slightly from previous years to accommodate contract negotiation period.*