

Addressing Disparities in Cancer Care

ERACE Research Award – Letter of Intent (LOI) Template

Thank you for your interest in the ERACE Research Award. Please provide the information requested on the attached template. All fields listed in the template are required. Statements in *gray italics* provide instructions and, when applicable, indicate the components of the response that will be evaluated by reviewers. Failure to adhere to the rules and guidelines listed below will result in administrative withdrawal of the LOI:

1. Replace the *gray italics* and any instructional text on the next page with your response but retain the bold headings and question numbers. **No other modifications** may be made to this template.
2. Figures and general tables are allowed and will be included in the allotted page limit.
3. References will not be included within the allotted page limit.
4. Do not upload this cover page.
5. Do not include supplemental materials (e.g., supporting journal articles and Letters of Support) or additional information not requested on the template (e.g., responses to reviewer comments or resubmission letters).
6. The LOI must be submitted as a PDF through ERACE Online (www.concertai.com/erace-research-award).

Any additional template modifications will result in disqualification of your LOI. The LOI must be submitted as a PDF through ERACE Online (www.concertai.com/erace-research-award).

Formatting Guidelines:

- **Header:** Include the Principal Investigator's (PI's) full name on every page in the top-left corner
- **Font:** Calibri size 11; figures, tables, and captions may have size 8 font
- **Spacing:** Single
- **Margins:** Half-inch (The header may fall within the top margin, but the body text may not begin closer than a half-inch from the edge of the page.)
- **Page numbers:** Consecutive
- **Page limit:** Five pages (excluding references)
- **File name format:** PI Last Name First Name_LOI.pdf.
- **References:** Include all references as in-text citations using American Medical Association citation style

LOIs are competitive and will be screened by ERACE staff. The information included in this template will be used as the primary source of information for the screening process. Focus on including critical information because space is limited. Provide a description that allows reviewers with various scientific backgrounds to understand the project—including the aims and study design—without reviewing the full application.

Applicants may be asked for additional clarification during the review period. The LOI is a selection process, not an award process. As the LOI is under significant time constraints, any requests for detailed reviewer feedback may not necessarily be granted.

If you have scientific or technical questions regarding this LOI, or require further information on the ERACE cancer registry, please direct them in writing to erace@concertai.com.

Letters of Intent will be evaluated according to the following criteria:

Administrative Requirements
On-time submission: The LOI was submitted by midnight EST, January 15, 2021
Demonstrated "best effort" ability to satisfy all LOI requirements: Each of the required sections are completed.
Applicant meets eligibility criteria: <ul style="list-style-type: none"> • Early Career Researcher (up to 5 years from start of first independent academic appointment) • Demonstrated research (depending on career stage) in one or more of the focus areas
Impact
Receptivity: To what extent will scientific stakeholders (e.g. editors of peer reviewed publications) be interested in the research question, methodology, and proposed outcomes of the research?
Actionability: If the aims of the project are achieved, how will scientific knowledge, technical capability, and/or clinical practice of cancer care equity be improved? Are there implications for addressing disparities in clinical trial recruitment, cancer care delivery, preventative healthcare, or other aspects of health and healthcare? Will successful completion of the aims change the concepts, methods, technologies, treatments, services, or preventative interventions that drive cancer care? Does the research propose to directly inform patient care?
Viability: Will the research findings inform future research and programs aimed to achieve at least one of the following: improve access to health services, provide resources that help clinicians customize treatment to meet the needs of diverse patients, and/or advance health equity?
Feasibility
Ease and speed of analysis: Are the overall strategy, methodology, and analyses well-reasoned and appropriate to achieve publication within one year? Are potential problems, alternative strategies, and benchmarks for success presented?
Clear insights: Does the project address an important problem or a critical barrier to progress in cancer care equity? Is the research question relevant to the current trends in disease burden and population inequities? Does the research propose to investigate geographic variations and rare or high unmet need tumor types? Will the proposed research provide practical, interdisciplinary commentary into at least one of the focus areas specified in the application instructions?
Reproducibility: Could other researchers validate the results of the proposed study by replicating the methods using a different data source?
Data-centric: Does the proposed analysis leverage existing ConcertAI datasets and variables captured within the data?
Direct costs: Are the overall strategy, methodology, and analyses well-reasoned and appropriate to be completed within the \$50,000 budget? If not, does the candidate propose partnerships or other data sources that would make this project feasible?
Experience
Proven track record: The applicant has demonstrated research leadership, which may be evaluated by but is not limited to authorship, publication output, presence in high-impact journals, total citations, number of citations per publication, institution, grants awarded, and scientific index (e.g. h-index, m-index, g-index).
Demonstrated training and support programs: Has the applicant received adequate training to be able to work with and adapt to the ConcertAI data? Has the applicant discussed collaboration with other researchers at their institution? Has the institution provided explicit support for the proposed research?
Institutional stability: Will the scientific environment in which the work will be done contribute to the probability of success? Are the institutional support, equipment, and other physical resources available to the investigators adequate for the project proposed? Will the project benefit from unique features of the scientific environment, subject populations, or collaborative arrangements? Are the years in existence and future outlook of the program sufficient to support the research? Is the individual applying from an underrepresented institution?
Creativity
Innovation: Does the application challenge and seek to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions? Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense? Is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions proposed?
Maximizes advantages of ConcertAI data not reflected elsewhere: Does the applicant highlight and discuss the unique elements of ConcertAI data? Does the applicant demonstrate an understanding of the benefits and disadvantages of RWD, AI solutions, and/or curation practices?

PRINCIPAL INVESTIGATOR (LAST, FIRST, MIDDLE):

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Use this cover sheet for letters of intent being submitted in response to funding solicitations for awards that require internal review and selection.

Email this cover sheet and required materials in **ONE PDF to ERACE Online:** www.concertai.com/erace-research-award.

Principal Investigator Name

or Nominee Name:

Degree:

Date of Initial

Appointment

Faculty Series & Appointment:

(MM/DD/YYYY):

E-mail:

Telephone:

Department:

E-mail:

Funding Agency:

ConcertAI Engaging Research to Achieve Cancer Care Equity (ERACE)

Program Name:

ERACE Research Award

Internal Deadline:

Friday, January 15th, 2021 at **11:59 PM EASTERN TIME**

Principal Investigator Signature:

Signature

Date

I understand and accept that if eventually awarded, ConcertAI may ask me to serve on future ERACE Research Award selection committees for this opportunity. In addition, ConcertAI may ask for my awarded grant proposal to support its library of awarded grants for future nominees.

Signature

PRINCIPAL INVESTIGATOR (LAST, FIRST, MIDDLE):

TITLE OF PROPOSED STUDY:

Project Abstract

- *Submit online a concise statement of no more than 300 words describing the proposed project.*

Specific Aims (maximum 1 page):

- *State concisely the goals of the proposed research and summarize the expected outcome(s), including the impact that the results of the proposed research will exert on the disparity involved. List succinctly the specific objectives of the research proposed and your career development.*

Research Plan (maximum 2 pages):

- *State the evidence gap that underlies the disparity faced by the target population group(s), and the research plan to address the disparity. The following sections must be included:*
 - a. Background and Significance*
 - b. Innovation*
 - c. Preliminary Studies (if applicable)*
 - d. Research Design and Methods*
 - e. References (not included in page limit)*

Investigator Qualifications and Career Development (maximum 2 pages)

- *Include the investigators commitment to a career in addressing disparities in cancer care*
- *Describe how the award will contribute to the applicant's career objectives*
- *Provide a summary of career development activities that will facilitate the applicant's development as a cancer disparity researcher*