



THE FLY A KITE FOUNDATION, INC.

GRANT APPLICATION INFORMATION

GENERAL INFORMATION

The Fly A Kite Foundation, Inc. (FAKF) is an IRS 501C non-profit charity dedicated to educating, aiding and funding the search for a cure for brainstem glioma and other forms of pediatric brain cancer in the hopes of curing all cancers.

The Foundation seeks to fund research investigating cures for pediatric brain cancers with a focus on Diffuse Intrinsic Brainstem Glioma (DIPG). Our focus is to support translational and clinical research projects in those areas.

GRANT PROGRAM

Applicants may request funding up to \$25,000 for one year. Grants may be renewed for one year at the request of the investigator and at the recommendation of the Medical Advisory Council Chair. Grants in excess of \$25,000 may be conditionally reviewed and approved with the approval of the Medical Advisory Council Chair, provided all other requirements are followed.

Approved grants are expected to be implemented within 6 months of acceptance and no grant shall be contingent on other external funding unless explicitly approved in writing by the Chair of the Medical Advisory Council of The Fly A Kite Foundation, Inc. It is the purpose of The Fly A Kite Foundation, Inc. to avoid a duplication of funding for the same work across all foundations due to a limitation of resources. To that end, any solicitation of foundation, industry or other third party funds aimed to complete the study goals after FAKF funding has been approved for such study goals will result in a review by the FAKF, and such third party funding solicitation may result in a revocation of grant proceeds unless such action is approved in advance by the Chair of the Medical Advisory Council of FAKF. Considerations will be made for multiple grant solicitations that represent separate expense line items or an expansion of an existing research project with the prior approval of the Chair of the Medical Advisory Council of FAKF.

Funding is for direct costs related to the research project. No indirect or institutional costs will be funded. Examples of direct costs include personnel, salary, supplies, equipment and patient care expenses. Support for salary must not exceed percentage of effort related to the research project and it is recommended to not exceed 10% of the total funded amount. Travel costs are excluded from funding in this grant application, but investigators may request additional support from The Fly A Kite Foundation, Inc. to travel to meetings to present research funded by the Foundation. These requests will be considered on a case-by-case basis.

Additional allocated funds are available as part of the DIPG Collaborative program administered by The Fly A Kite Foundation, Inc. Although it is not a requirement to file a duplicate application and the Medical Advisory Council will automatically select the appropriate category based on the answers supplied, applicants for DIPG.com Symposium grants are strongly encouraged to detail a multi-institutional collaboration in their answer to Section 6.a.

GRANT PROCESS

Grant applications will be accepted for one funding cycle each year. The deadline for receipt of the application is June 1. Email submissions with all attachments by June 1 with a formal grant received via mail by June 5th will be deemed in compliance. Incomplete applications will not be considered. At the discretion of the Medical Advisory Council Chair and based upon research needs, special grant cycles may be considered outside of June 1.

Applications will be reviewed and final determination on funding will be made within three months with funding to begin immediately. If internal review has not yet been performed or the study cannot begin within 6 months of grant approval, funds will be withheld until such time that The Fly a Kite Foundation is notified that the program has been formally approved and will be implemented. If program approval is not received with 6 months and the program is not implemented, it shall be the sole discretion of the Medical Advisory Council Chair to either deny, modify or delay grant funding to the institution.

Grant applications will be judged on a peer-reviewed basis. The steps in the grant determination process are:

- The Medical Advisory Committee for The Fly A Kite Foundation, Inc. will initially review the applications for merit based on criteria listed below.
- When necessary, grant applications will be sent to physicians or investigators in the particular field of interest for an intensive review of the scientific merit.
- The Medical Advisory Committee will then take the peer-review assessment of scientific merit and make further assessments of the grant's adherence to additional criteria listed below. The Medical Advisory Committee will then rank the applications and make recommendations to the Board and the Medical Advisory Council. The Board will make final determinations regarding funding of grant applications. **All decisions by the Board are considered final.**

A progress report must be submitted by the investigator(s) on annual intervals and at the end of the funding period. Failure to submit a progress report will exclude the investigator from any future funding from the foundation. Additionally, upon approval of funding by The Fly A Kite Foundation, Inc, the institution receiving funding must supply a letter acknowledging the grant and amount as well as a link to their website containing further information about the study for the education and coordination of affected individuals and families. A link to this website as well as the answers submitted in Section 1 and Section 2 submitted by the investigator will be posted on The Fly A Kite Foundation website.

Funding by The Fly A Kite Foundation, Inc. must be specifically acknowledged in all presentations and publications that involve research funded by the Foundation. Our goal is to share research and information, so it is mandatory that any and all study results will be shared promptly with the scientific community and not be kept strictly for proprietary purposes. Failure to promptly and fully share any and all study results with the DIPG and broader scientific community may result in a pause and/or complete discontinuation of any funding yet to be disbursed under such research funded by the Foundation. Consideration for a limited delay, not to exceed 30 days, in reporting of results will be given to unpublished data that is the subject of a patent application. For clarity, any and all data that is included in a filed patent application must be made available immediately following the filing of such a patent application. Submissions to The Fly A Kite Foundation, Inc. for grant approval should not be construed to be confidential information and the submitting organization agrees to release The Fly A Kite Foundation, Inc. from any and all liability from the discussion, Internet posting or consideration of all documents submitted. If requested in writing by the applicant, posting of application answers to section 1 and 2 will only be posted for public view at www.flykitefoundation.org website. All other responses and submissions will still be shared with members of the Medical Advisory Council and partnering foundations.

GRANT ELIGIBILITY AND CRITERIA

Applicant Eligibility:

- Must be an MD, DO, PhD, Dr PH or equivalent
- Must be a member of a non-profit organization or a valid medical/scientific organization
- Must be up-to-date with any previous funding through The Fly A Kite Foundation, Inc., which includes progress report submissions.

Grant applications will be assessed based on the following criteria:

- Scientific merit
 - What is the hypothesis and does the study adequately answer and address the hypothesis? Does the study use valid research and statistical methods?
- Disease impact
 - Does the study propose an intervention or clinical tool that will reduce the morbidity or mortality from or potentially find a cure for pediatric brain cancer?

- Innovation
 - Does the research study propose a novel approach or represent advancement in current treatment of pediatric brain cancer?
- Feasibility
 - Is the study likely to meet its goals during the funding period? Can the research findings be translated into clinic practice? Are the research findings likely to result in a direct change in morbidity or mortality of pediatric brain cancer in the near future?
- Expertise of investigator(s)
 - Do the investigators have the expertise to meet their research goals?

The Medical Advisory Committee and its members utilize a modified NIH scoring system to evaluate and score each grant application. Members score each study on a 1-9 scale for each of the criteria listed above (1 being considered as meeting qualifications and 9 considered deficient). In addition, they provide an overall Priority Score that is used for ranking each of the studies. An average of the Priority Scores for each of the studies is calculated, and then the average scores are ranked highest to lowest. The committee will then make recommendations to the Board and Medical Advisory Council based on these scores.

THE APPLICATION

Applications should be single spaced and 12-point font. Margins should be not less than 0.5 inches on all sides. Page size is 8.5 x 11 inches. These guidelines are to ensure readability for our reviewers. Two hard copies of the application with original signatures and proposal along with a CD-ROM or flash drive with the application in PDF format and proposal should be submitted to the foundation. Completed application materials should be sent to.

Dr. Katherine Warren
Chairman, Medical Advisory Council
The Fly A Kite Foundation, Inc.
P. O. Box 32
Lynbrook, NY 11563

In rare occasions, The Fly A Kite Foundation, Inc. Medical Advisory Council may consider applications for programs that have also been filed with other organizations. This is done in an effort to limit paperwork in the hopes of advancing medical research resources. Typically this will only be approved for detailed and complex applications and only in combination with a cover letter detailing the application submittal to The Fly A Kite Foundation, Inc. application. In all cases, formal written approval must be obtained in advance from the Chair of the Medical Advisory Council to accept such a submission. Submissions sent without advance approval will be excluded from consideration. For approval or questions regarding the application process, please email Dr. Katherine Warren, Chairwoman, The Fly A Kite Foundation Medical Advisory Council warren@mail.nih.gov.

APPLICATION OUTLINE REQUIREMENTS

Section 1: Contact Information

a. Primary Investigator

- i. Name and title
- ii. Address
- iii. Phone number (s)
- iv. Email address
- v. PI must include original signature below this contact information.

B. Individual with institutional authority to sign on behalf of the institution. This includes signing financial reports and receiving checks from The Fly A Kite Foundation.

- i. Name and title
- ii. Address (for correspondence and for sending checks)
- iii. Phone number(s)
- iv. Email address
- v. This individual must include original signature below this contact information.

Section 2: Executive Summary

a. This is a summary of the hypothesis, goals, background, clinical significance, design and methods of the proposed study. The summary is not to exceed one page. This summary will aid our reviewers in determining if the study generally meets our five criteria for funding outlined in the General Grant Information section. These criteria include:

- i. Scientific Merit
- ii. Disease Impact
- iii. Innovation
- iv. Feasibility
- v. Expertise
- vi. Total Grant Amount Requested

Section 3: Copy of This Grant Application

a. This is a copy of the entire 8 page application, with the Primary Investigator signature at the bottom of each page and the final acceptance signature at the end of the document, indicating compliance with the terms of the FAKF grant process and regulations.

Section 4: Description of Research Proposal

a. This is a detailed description of the research project. This section should not exceed 10 pages in length. Details must be included in this section and must be listed in the following order include:

i. Hypothesis proposed and anticipated results

ii. Specific aims

iii. Background and rationale for the proposed research project

iv. Research design

1. Include details about the design of the project, including plan for statistical analysis. Describe techniques or modalities in sufficient detail that reviewers can make a reasonable determination of feasibility.

v. Use of human or animal subjects

1. Describe the detailed plan for how human subjects will be recruited for the study or how study samples will be collected. If animals are involved, describe plan for their use in the project. Also include if IRB approval has been obtained for this project with a reference to contact for verification or letter of approval.

vi. Disease Impact and Innovation

1. In layperson's terms, describe how results from this research project would lead to a potential decrease in mortality or morbidity or potential cure for pediatric brain cancers. Also, in this section, please explain how this proposal is a novel approach to pediatric brain cancers.

vii. References

Section 5: Budget

a. This section should be no more than one page in length and should include budget information and justification. The following categories must be included:

- i. Personnel costs
- ii. Salaries and wages
- iii. Fringe benefits
- iv. Supplies
- v. Equipment
- vi. Patient care costs
- vii .Other expenses (descriptive line item list)
- viii. Indirect costs will not be funded through The Fly a Kite Foundation

Section 6: Collaborations and Conflicts of Interest

a. Include biographical information for any investigators, co-investigators and any known key personnel that will be working on the research project. If the study will be a collaborative effort between investigators, this should be outlined above and the co-investigator should include his or her information in Section 1, along with a designated official from their institution. Biographical information should be in NIH biosketch format. The biosketch should include a description of any other studies for which the investigator(s) is currently being funded or is involved with.

B .P.I. must include a statement in this section that discloses any potential conflicts of interest regarding the research project or its funding by The Fly A Kite Foundation. The P.I. must sign this conflict of interest statement (no stamps accepted). A potential conflict of interest is a situation in which a reviewer or individual involved in a funding decision, a family member, a friend, or other associate is in a position to gain or lose personally or professionally by the foundation's funding of the program.

7. Section 7: Regulatory Financial Compliance

- a. Include a copy of a completed W-9 (included in the grant application paperwork)

I have read and in consideration of any grant awarded for the research applied, agree to comply with the terms and requirements as stated above.

Signature

Date

Printed Name

Date