Investing in Communities' Local-Level Needs to Reduce Racial Disparities in Breast Cancer: Phase 1 Planning Grant

Informational Webinar for Prospective Applicants

CALIFORNIA Breast Cancer Research Program

Agenda

- The California Breast Cancer Research Program (CBCRP)
  - CBCRP Program-Directed Initiatives
  - Preventing Breast Cancer Initiatives (PBC)
- Investing in Communities' Local-Level Needs to Reduce Racial Disparities in Breast Cancer: Phase 1 Planning Grant
  - Overview
  - Funding Opportunities for Phase 1
  - Important Background Materials
  - How Grants are Evaluated
  - Important Dates
- Resources for Submitting an Application in SmartSimple

CALIFORNIA Breast Cancer Research Program

California Breast Cancer Research Program (CBCRP)

- Founded in 1993
  - breast cancer activists, scientists, clinicians, state legislators, and University of California officials collaborated to win passage in the state legislature of the California Breast Cancer Act.
  - funded by a tax on tobacco products, voluntary state personal income tax form check-off, and individual contributions.
  - tax check-off has drawn over $13 million for breast cancer research.
- Grown to become one of nation's largest state-funded breast cancer research effort
- Among the largest breast cancer research funders in the world
- Ninety-five percent of our revenue goes directly to funding research and education efforts

Mission: to prevent and eliminate breast cancer by leading innovation in research, communication, and collaboration in the California scientific and lay communities

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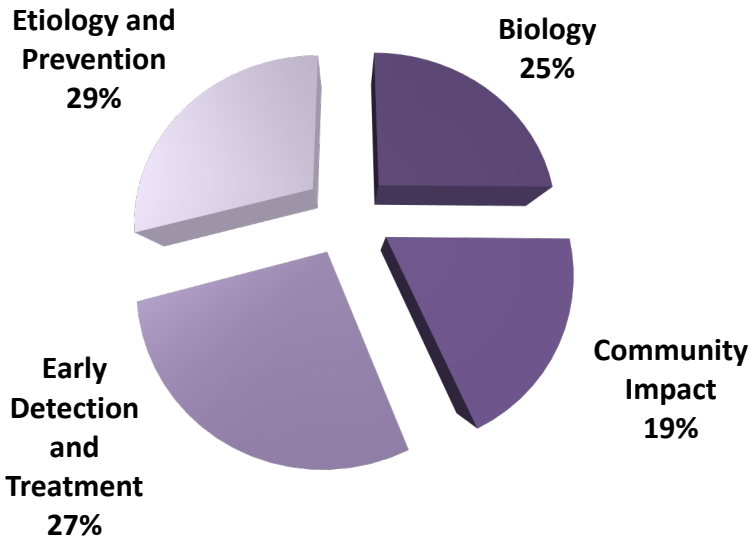
Since 1994, CBCRP has funded

- Over 1,200 grants
- Totaling over $290 million
- To over 800 academic & community researchers
- At over 130 institutions across the state



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Program-Directed Initiatives

Vision

To identify and support research strategies that increase understanding of, and **create solutions to**, environmental links to breast cancer and fundamental causes of health disparities in breast cancer.

Goals

- Support a coordinated statewide effort to explore innovative ideas and new theories
- Leverage California's unique and diverse geographic and population resources
- Undertake critical studies that significantly move these fields forward

First round launched in 2004; second round in 2010

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Preventing Breast Cancer (PBC):
Community, Population, and Environmental Approaches

In 2015

CBCRP's Council approved a third round of Program Initiatives, devoting 50% of funds (~$20 million) to:

- Identify and eliminate **environmental contributors** to breast cancer
- Identify and eliminate fundamental causes of **health disparities** with a focus on breast cancer in California
- Develop and test **population-level prevention interventions** that incorporate approaches to address the needs of the underserved and/or populations experiencing disparities in the burden of breast cancer

In 2020 and 2021

CBCRP's Council approved 10 concept proposals to stimulate research in these three areas, including:

- *Investing in Communities' Local-Level Needs to Reduce Racial Disparities in Breast Cancer: Phase 1*

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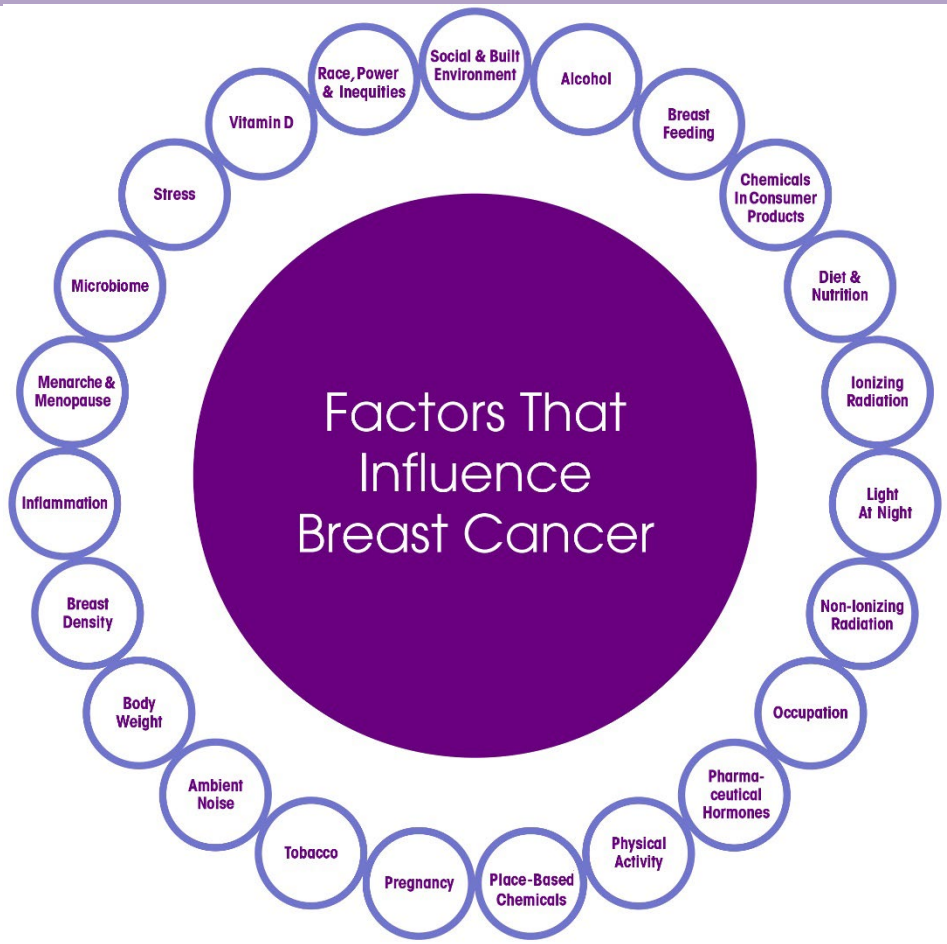
Paths to Prevention:
The California Breast Cancer Primary Prevention Plan

- In 2016, CBCRP funded Breast Cancer Prevention Partners (BCPP) to develop a comprehensive breast cancer primary prevention plan for California.
- In 2020, BCPP published *Paths to Prevention: the California Breast Cancer Primary Prevention Plan*, a comprehensive policy agenda for breast cancer prevention
- The plan considered risk factors at all stages of the lifespan and identified specific intervention goals for 23 risk and protective factors, along with specific intervention strategies to reach these goals.
- The initiative will leverage the community knowledge about effective prevention strategies that address manageable risks identified in the plan.



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Investing in Communities' Local-Level Needs
Overview

A funding opportunity to reduce or eliminate inequities and/or advance the primary prevention of breast cancer through interventions that are based on needs identified by marginalized communities.

Overall Aim: To plan, develop, implement, and pilot test the effectiveness of promising intervention frameworks to address local-level social and environmental risk factors for breast cancer in under-resourced minority communities.

Two Phases:

- **Phase 1: Planning Grant**
- Phase 2: Pilot Grant

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Investing in Communities' Local-Level Needs
Phase 1 Overview

Structure: A 1-year planning grant to have protected time to develop a pilot grant proposal for Phase 2.

CBCRP intends to fund up to 4 (four) planning grants, 1 year duration, $15,000 maximum direct costs.

Eligibility:

- Any individual or organization in California may apply.
- The research must be conducted primarily in California.
- Team must agree to attend QuickStart technical support program and complete the program.

Additional funding will be available in the future - in Phase 2 of this initiative - $400,000, 2 years. Only Phase 1 grantees are eligible to apply.

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Investing in Communities' Local-Level Needs Phase 1

Research Teams:

- Up to 4 community-partnered participatory research teams
- Each team will need at least one community Co-PI and at least one academic Co-PI.
  - Community-level stakeholders (e.g., residents, community leaders, community-based organizations)
  - Academic partners with relevant experience and expertise for the proposed project
- Teams will need to have the appropriate technology to allow for virtual meetings (if necessary).
- Phase 1: Will assess needs, plan and develop a grant proposal and participate in periodic meetings
- Will be invited submit a pilot project proposal for Phase 2

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Investing in Communities' Local-Level Needs
Phase 1

- Describe the steps that they will take over 12-months for developing their collaboration, exploring relevant topics, mapping systems, and writing their Phase 2 pilot grant application.
- Mapping will include constructing systems maps of local-level social and environmental exposures, identifying community-level assets, challenges, and opportunities.
- Also during Phase 1, teams will use this information to write the Phase 2 application that must describe their proposed pilot test of systems-level interventions.
- The interventions will modify place in substantive ways that meet basic social needs and incorporate useful approaches to reduce breast cancer inequities and/or effective primary breast cancer prevention strategies.

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Examples

- Williams et al, 2018 – Examined causes of delays in breast cancer treatment by conducting community-partnered system mapping of physical activity among Black women in St. Louis, Missouri. Resulted in the development of a causal loop diagram (CLD) that provided critical insights into upstream causes of treatment delays https://pubmed.ncbi.nlm.nih.gov/30701128/
- Taylor et al, 2012 - Mapped stakeholder views of recreational facility use to increase access among low-income communities. Helped improve understanding of the causes of non-participation in health-promoting recreational activities and develop a GIS model to assist in siting of new and expansion of existing facilities. https://onlinelibrary.wiley.com/doi/10.1002/sres.1100

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Investing in Communities' Local-Level Needs, Phase 1: Future Funding

- Phase 2: Intervening To Modify Place, Meet Social Needs, Prevent Breast Cancer, And Reduce Disparities

- In Phase 2, CBCRP will fund up to two 24-month pilot projects ($400,000 Maximum Direct Costs) that implement plans developed in Phase 1.

- This second phase will involve a separate competitive application process that is open only to Phase 1 grantees.

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Community-Partnered Participatory Research

- An **equal** partnership between academic Co-PI and community Co-PI

- Partnership works together to:
  - Identify the research question
  - Develop the research plan
  - Carry out the research
  - Interpret the results
  - Disseminate the results

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The CPPR team

Academic Co-PI & Staff

Community Co-PI, Staff, Clients, Community Members

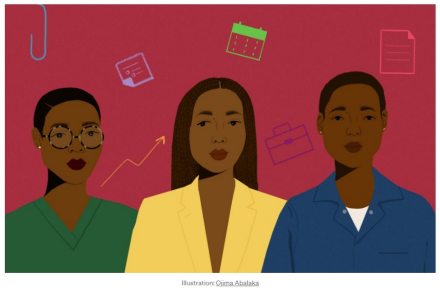

Illustration: Ojima Abalaka

Community-Partnered Participatory Research: Equity and Inclusion

- Equity and Inclusion Guiding Engagement Principles: PCORI Advisory Panel on Patient Engagement Recommendations.

https://www.pcori.org/sites/default/files/Equity-and-Inclusion-Guiding-Engagement-Principles.pdf

- Guiding Principles:
  - Inclusion
  - Equitable Partnerships
  - Trust and Trustworthiness
  - Accountability and Actionability

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A Technical Support Program for Teams that Engage in CPPR

Why QuickStart?

- Emerging issues in topics of environment, disparities, prevention
- Community Members: not always trained in the scientific method
- Scientists: not always trained in collaboration or in working with communities

All teams who have not participated in a CBCRP CPPR training together are required to attend QuickStart in 2023 (year 1 of the funded project).

By submitting your application for this funding opportunity, you are applying to the QuickStart program.

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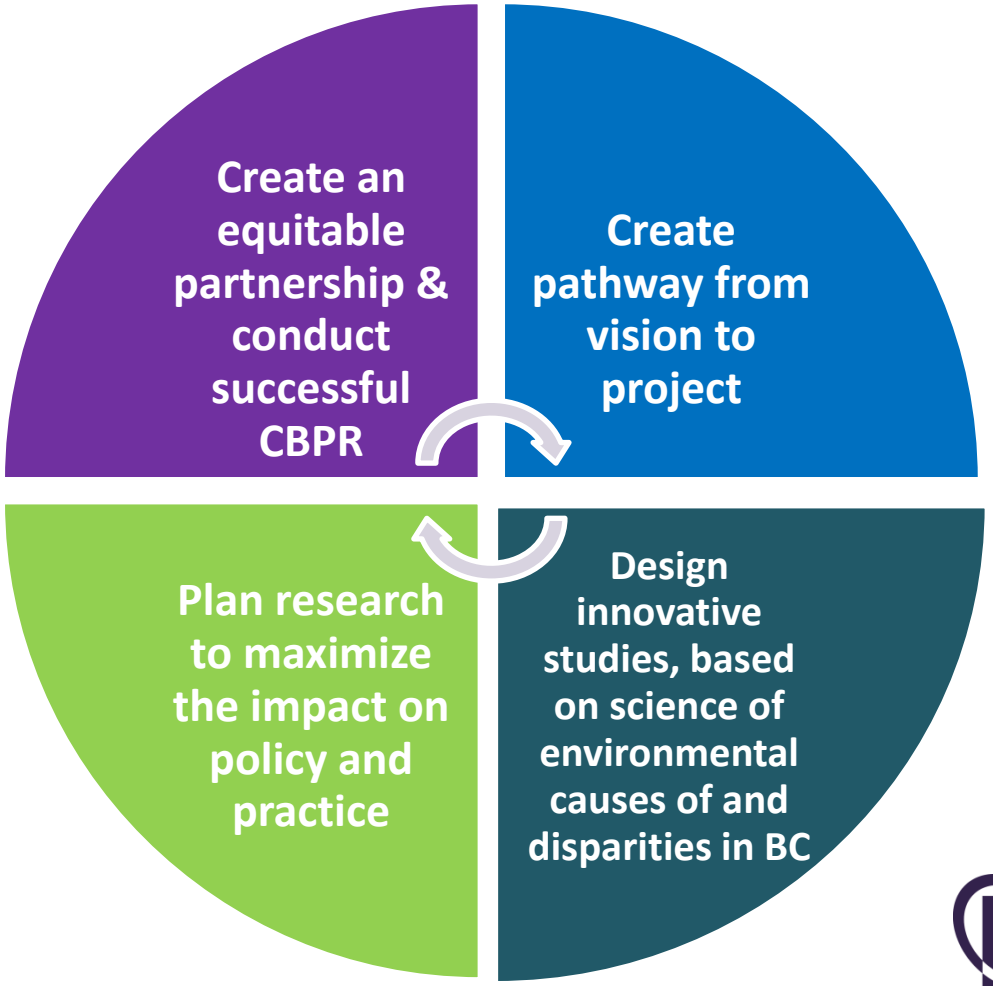
QuickStart Technical Support Program



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QuickStart Program Components

Face-to-Face (F2F)

- F2F 1
  - Partnership building
  - Current knowledge: Breast Cancer, Environment, Disparities
  - Research Project Planning
- F2F 2
  - Partnership development
  - Scientific methods
  - Strengthen research questions and plans

Online Sessions (OL)

Introductions

Research Questions

Research ethics, literature review, citation, plagiarism

Video(s): Unnatural Causes

Revised Research Questions

Technical Assistance (TA)

- TA 1: Research Questions
- TA 2: Trainee-identified TA needs
- TA 3: Feedback on Concept Paper
- TA 4: Discussion of critique of application – from Mock Review

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QuickStart Components & Time Commitment

Activity	Dates
Online Sessions (OL)	June – December
Face-to-face meetings (F2F)	July 20-21, 2023 August 21-22, 2023
Technical assistance calls (TA)	June – January
Concept paper due	October 6, 2023
Mock applications due	December 6, 2023
Mock application review	January 12, 2024 (tentative)

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Timeline: QuickStart & Planning Grant

June 2023

- **Planning Grant:**
  - *Teams notified of funding*
- **QuickStart Program:**
  - *Teams complete onboarding*
  - *Teams attend program online*

July – August 2023

- **Planning Grant:**
  - *Teams begin the pre-funding process*
  - *Grant start date: August 1*
- **QuickStart Program:**
  - *July 20-21 & August 11-12 in-person meetings*
  - *Teams continue attending program online*

September – October 2023

- **Planning Grant:**
  - *Teams work on project*
- **QuickStart Program:**
  - *Teams continue attending program online*
  - *5-page concept paper due*

November – December 2023

- **Planning Grant:**
  - *Teams continue to work on project*
- **QuickStart Program**
  - *Teams finish online program*
  - *Teams prepare mock grant applications*
  - *December 6: mock applications due*

January 2024

- **Planning Grant:**
  - *Teams continue to work on project*
- **QuickStart Program**
  - *January 12: Mock review of applications*
  - *Technical assistance call*

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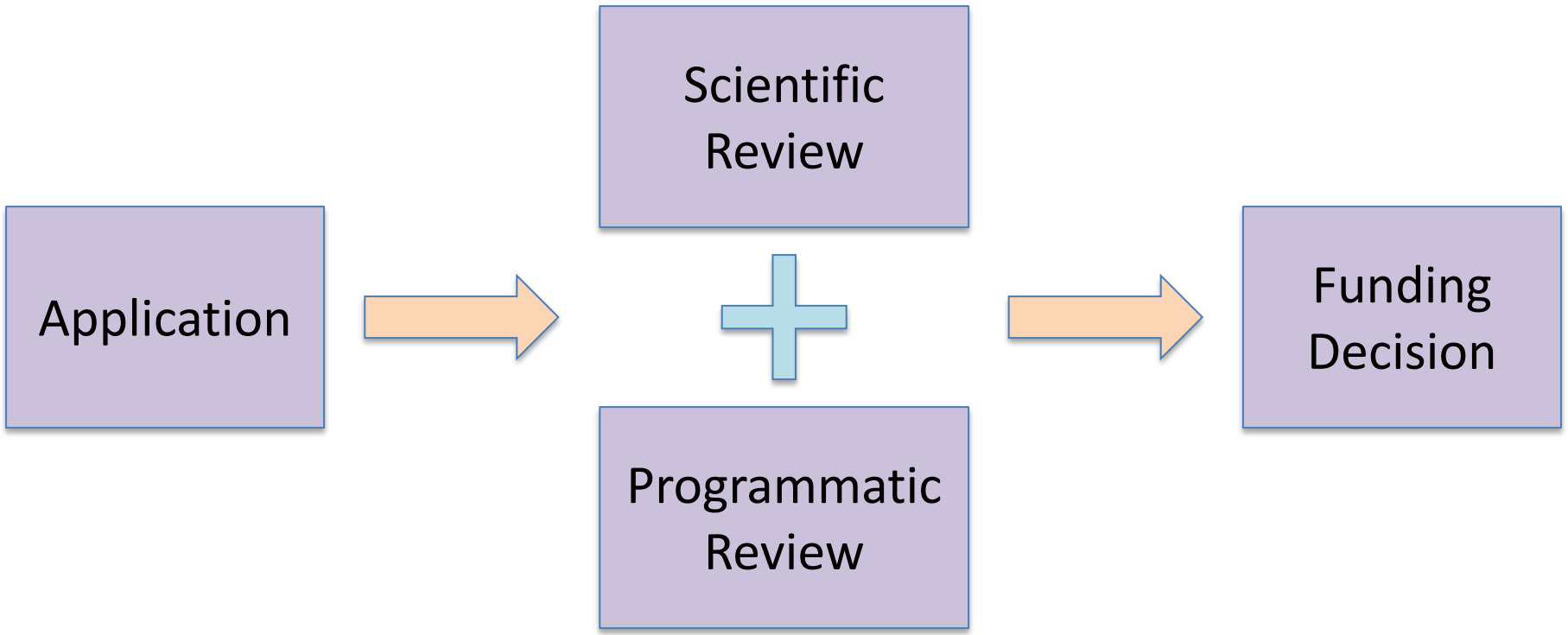
Two-Tier Evaluation Process



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Investing in Communities' Local-Level Needs Phase 1 Review Criteria

	Criteria
Scientific Review	• Partnership • Community Benefit • Quality of the Research • Feasibility
Programmatic Review	• Responsiveness • Lay Abstract • Diversity, Equity and Inclusion • Community Involvement

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Application Components

Form/Attachment	Requirement
Lay Abstract	Required (Prog Rev)
Scientific Abstract	Required (Prog Rev)
Budget and Justification	Required
Research Plan	Required
Program Responsiveness	Required (Prog Rev)
Collaborative Agreements	Required (Prog Rev)
Biosketches	Required (Prog Rev)
Human Subjects	Required
Appendix	Optional

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Important Dates

	Date
Applications due	March 2, 2023 (12 pm noon PT)
Notification of funding status	June 2023
Project start date	August 1, 2023

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Questions?

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How to submit a proposal in SmartSimple

Research Grants Program Office (RGPO)

Contracts and Grants Unit (C&G)

- C&G works in collaboration with CBCRP, serving as interface on administrative and procedural aspects your **Application** submission and review process.
- Contact information:
  - **Email: RGPOgrants@ucop.edu** (Best method)

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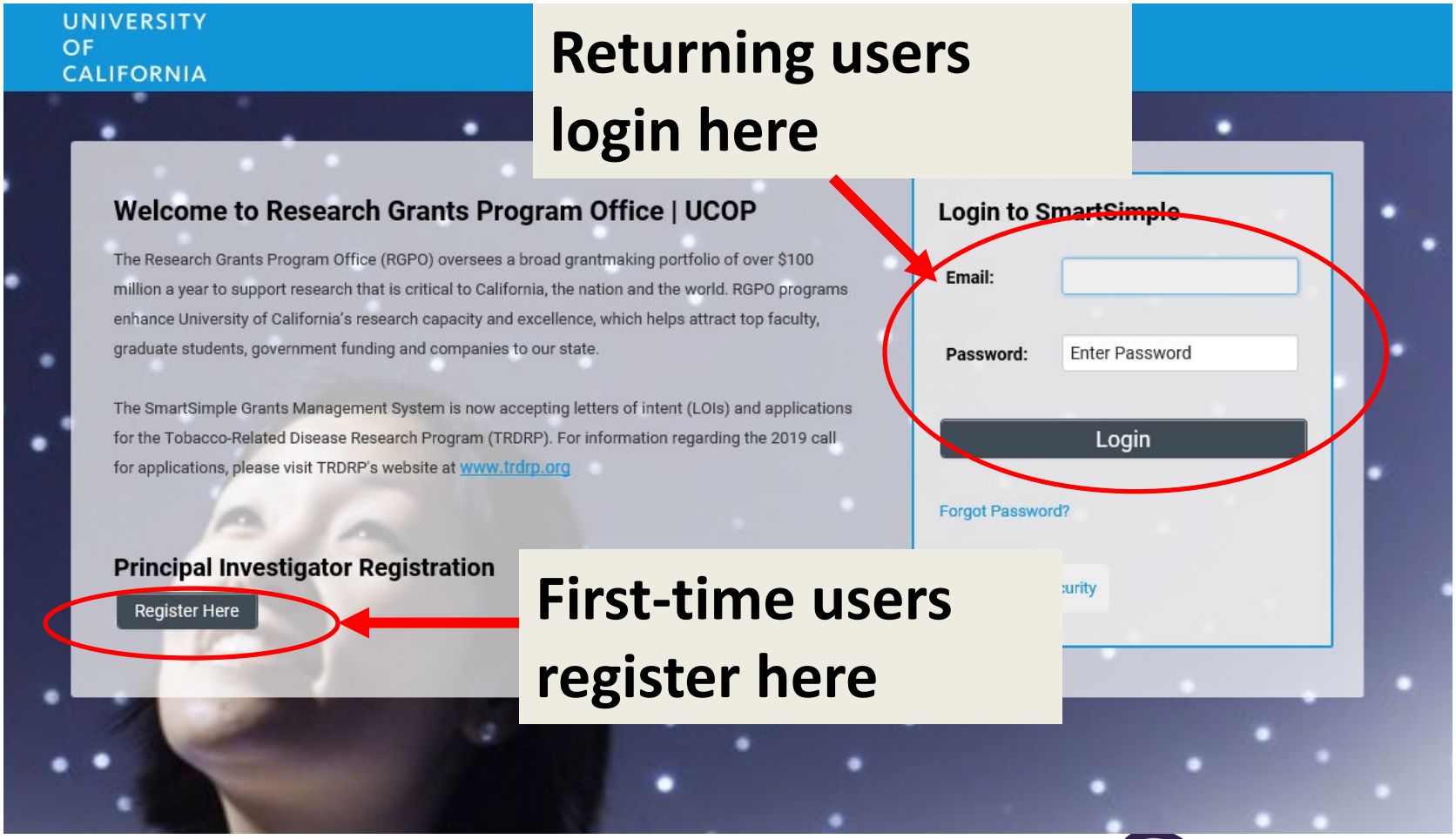
Accessing SmartSimple

Login to SmartSimple: https://rgpogrants.ucop.edu/



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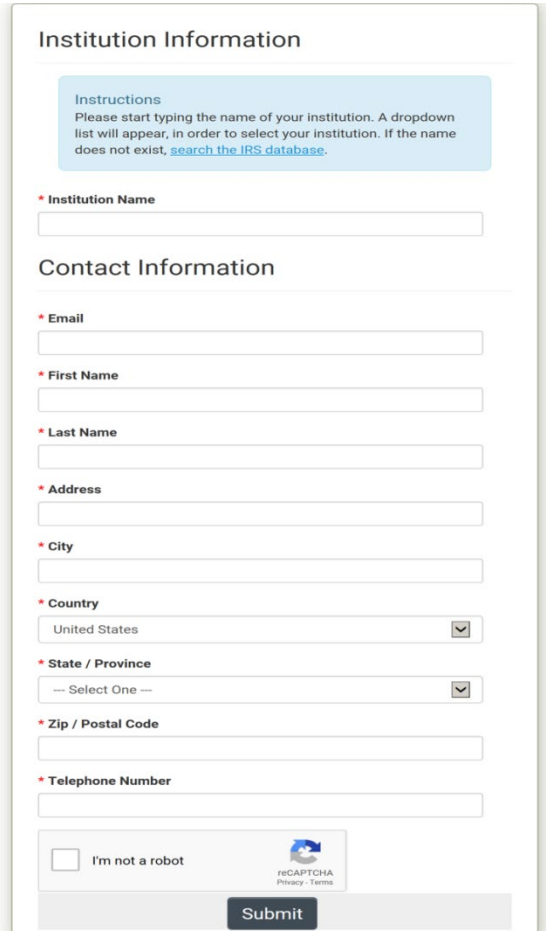
Creating an Account on SmartSimple
https://rgpogrants.ucop.edu/

Enter your institution and complete your applicant contact information.

If you receive a message that an account with your email address already exists, return to the main login page and click **"Forgot Password."**



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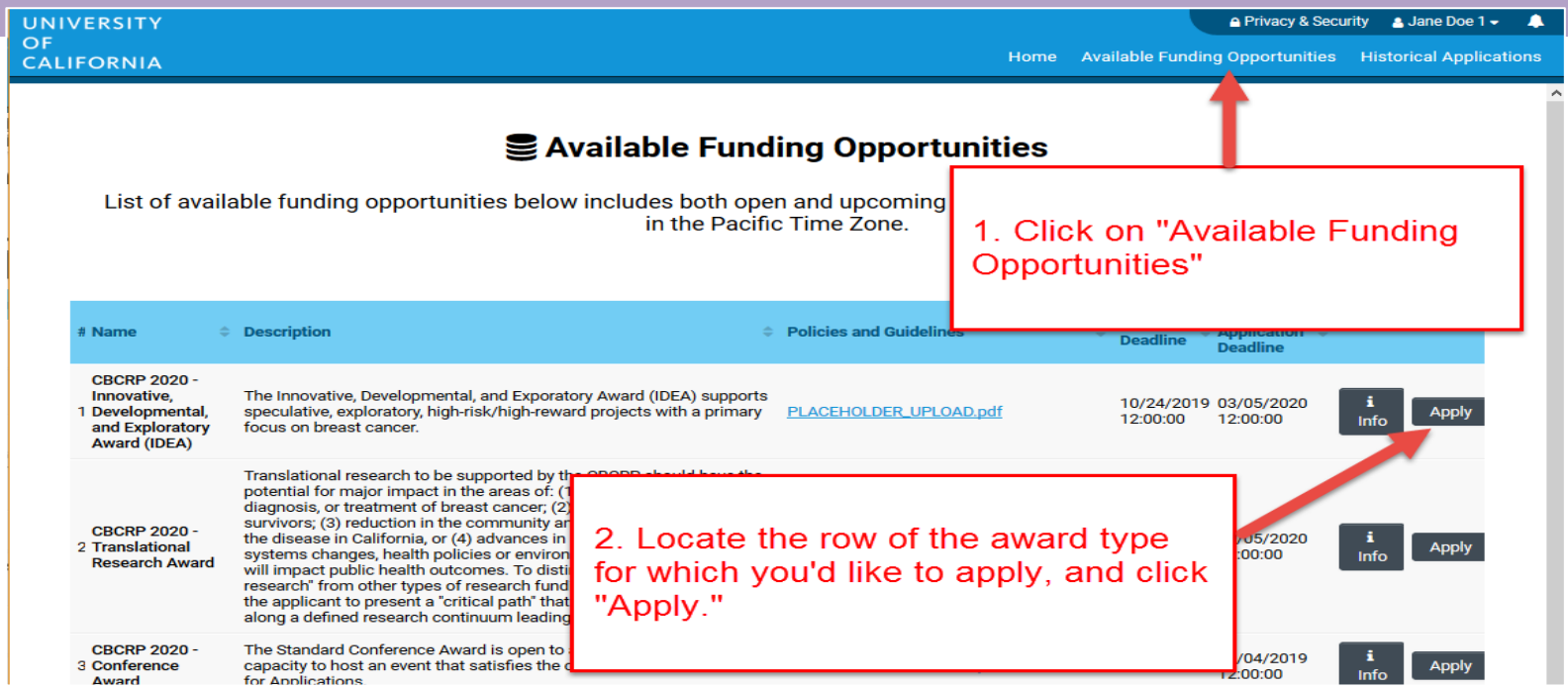
Preparing and Submitting an Application



1. Click on the **“Available Funding Opportunities”** tab in the upper right corner.
2. Find the row that corresponds to the award you’re interested in and click “**Apply**.”

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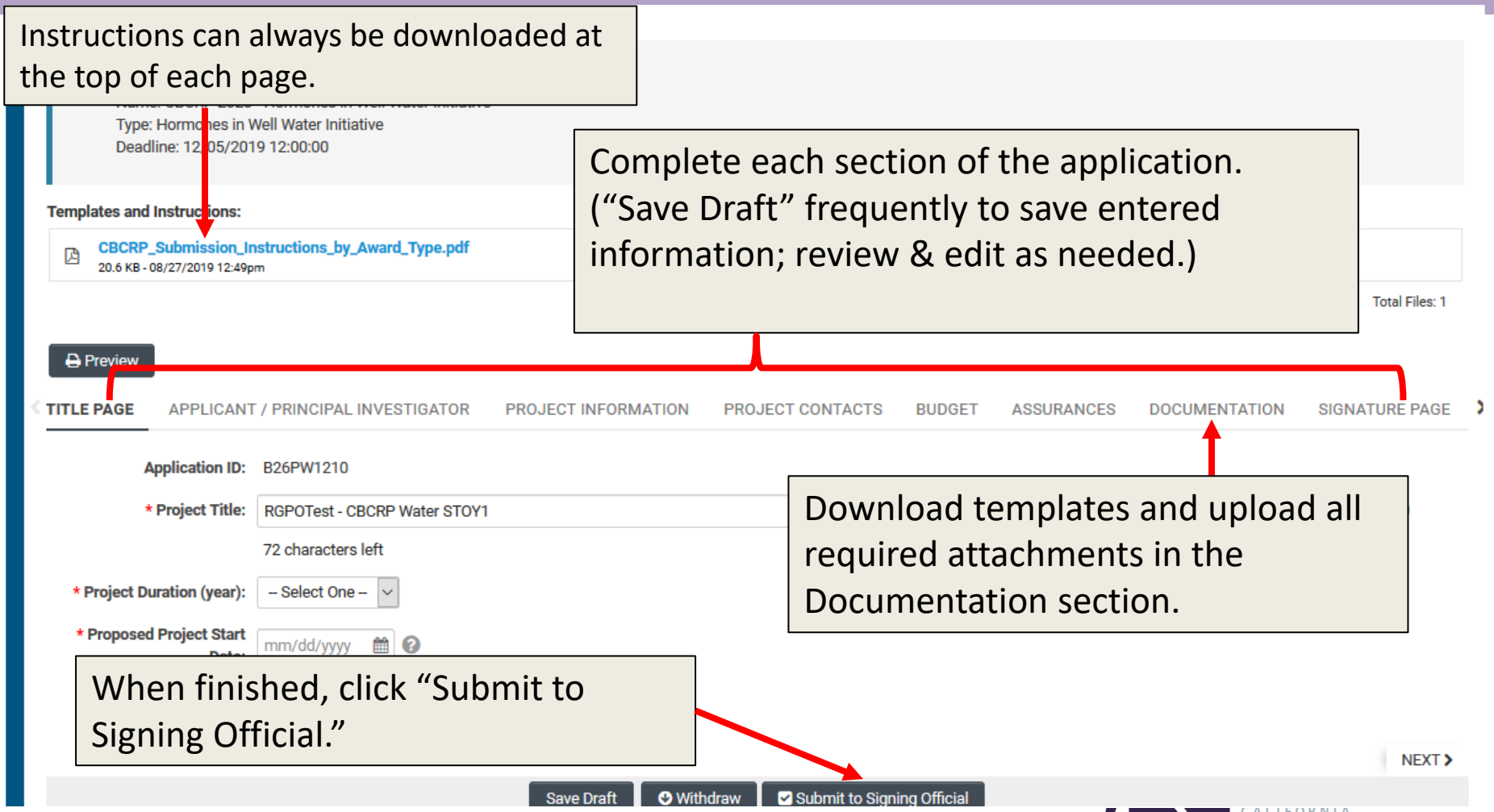
Application Submission

Instructions can always be downloaded at the top of each page.



Complete each section of the application. ("Save Draft" frequently to save entered information; review & edit as needed.)

Download templates and upload all required attachments in the Documentation section.

When finished, click "Submit to Signing Official."

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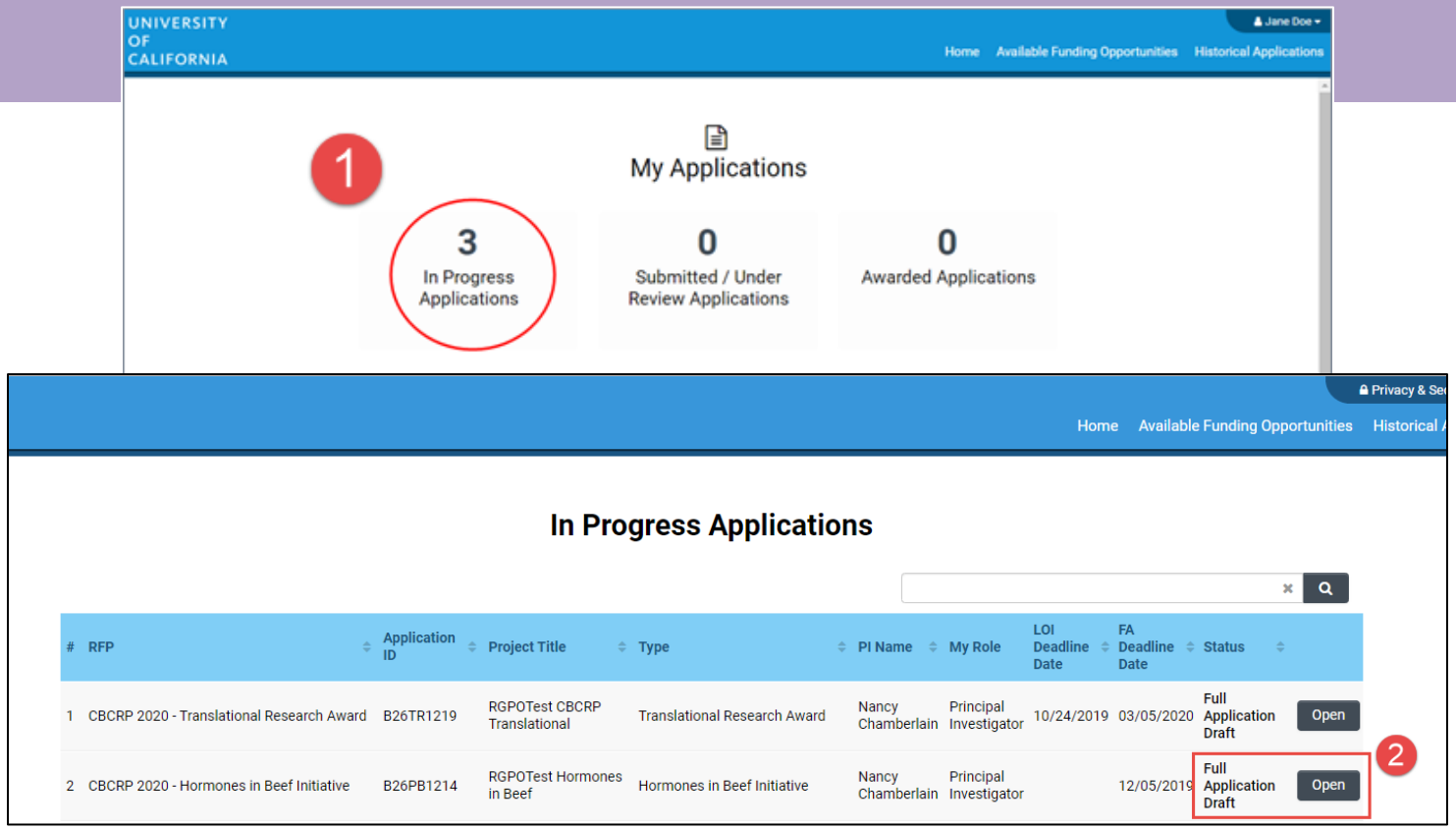
Location of “In Progress” Applications



1. When returning to continue a draft application, click on “In Progress Applications” on the Home page of SmartSimple.
2. Locate the row for your draft application. Click **“Open”** to continue full application and access instructions and templates.

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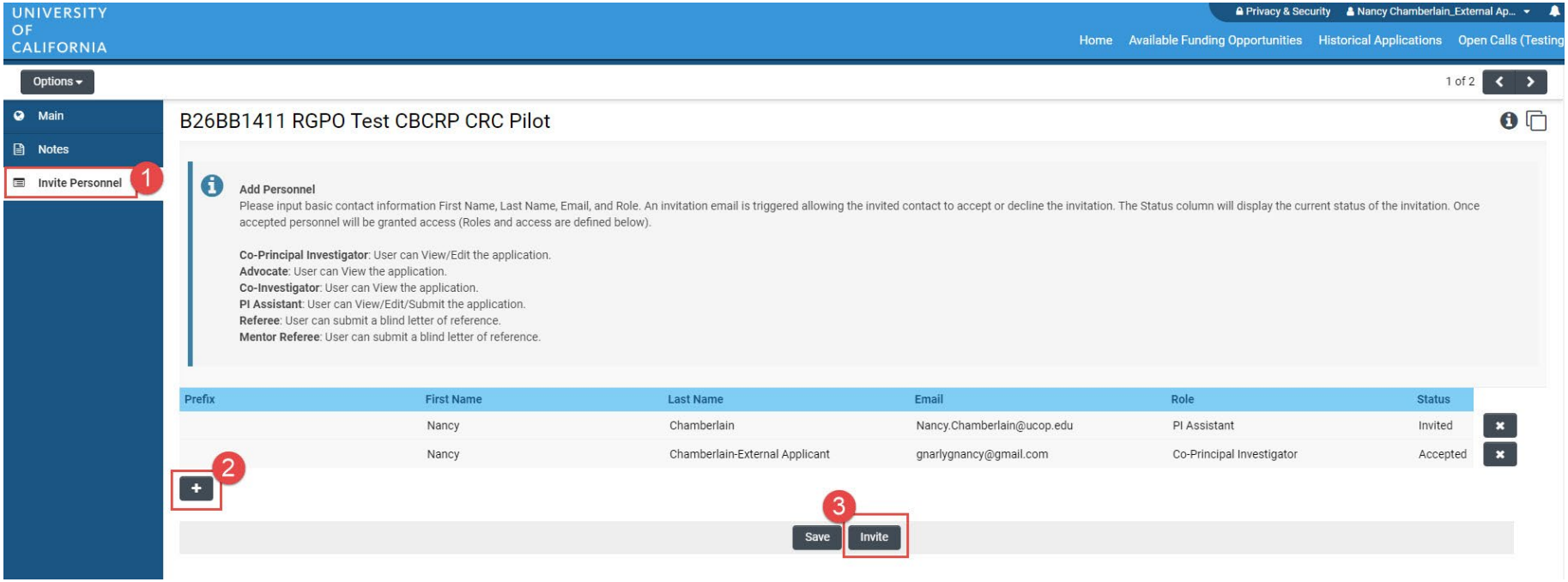
Inviting Co-PI to an Application (or other roles with Edit/View Access)



1) Select “Invite Personnel” in the left-hand column
2) Click on the “+” button and type in name, email, and role of your co-PI (or PI Assistant)
1) Select “Invite” to send them an email to accept access to the proposal

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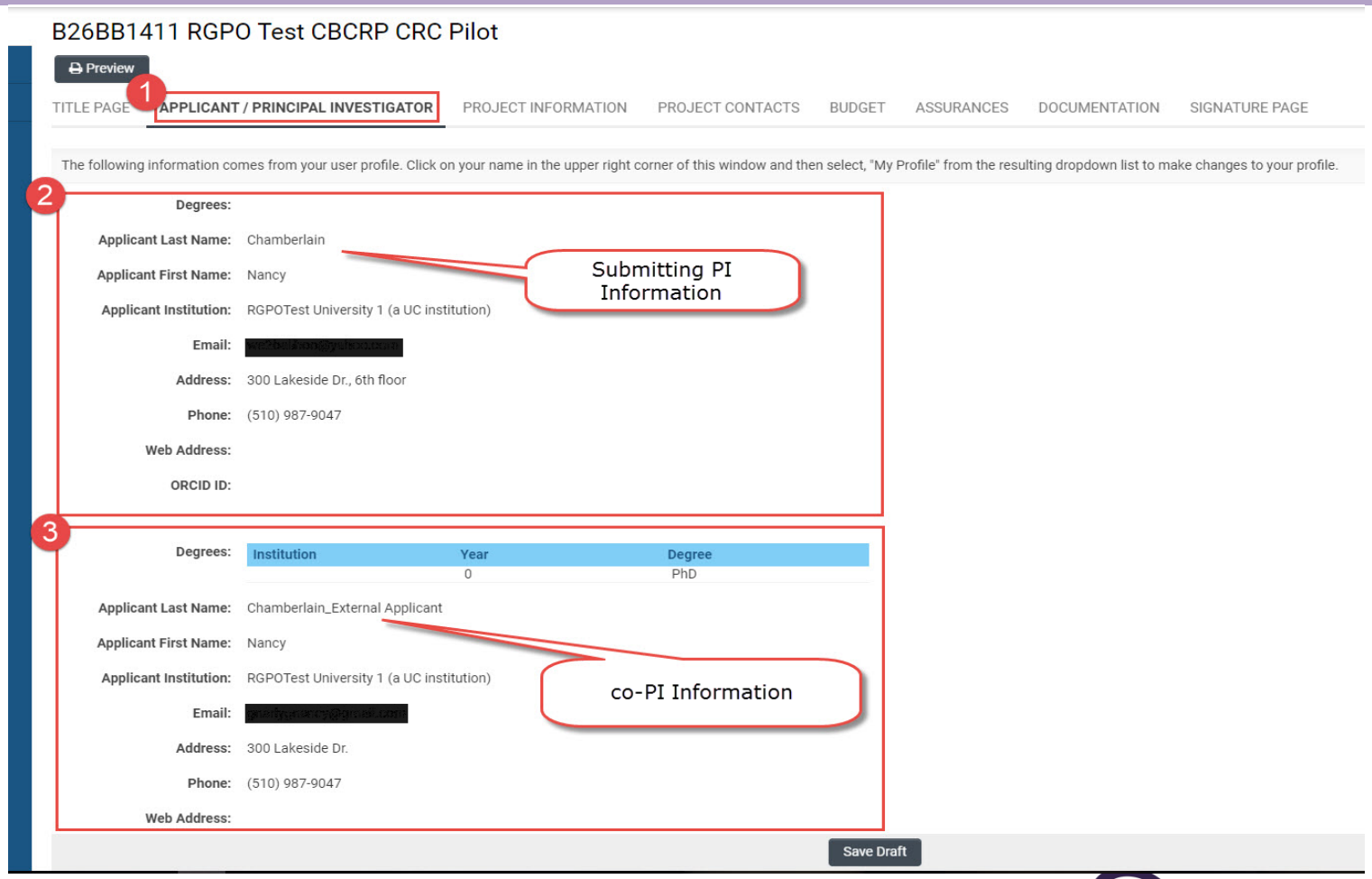
Confirming Addition of co-PI



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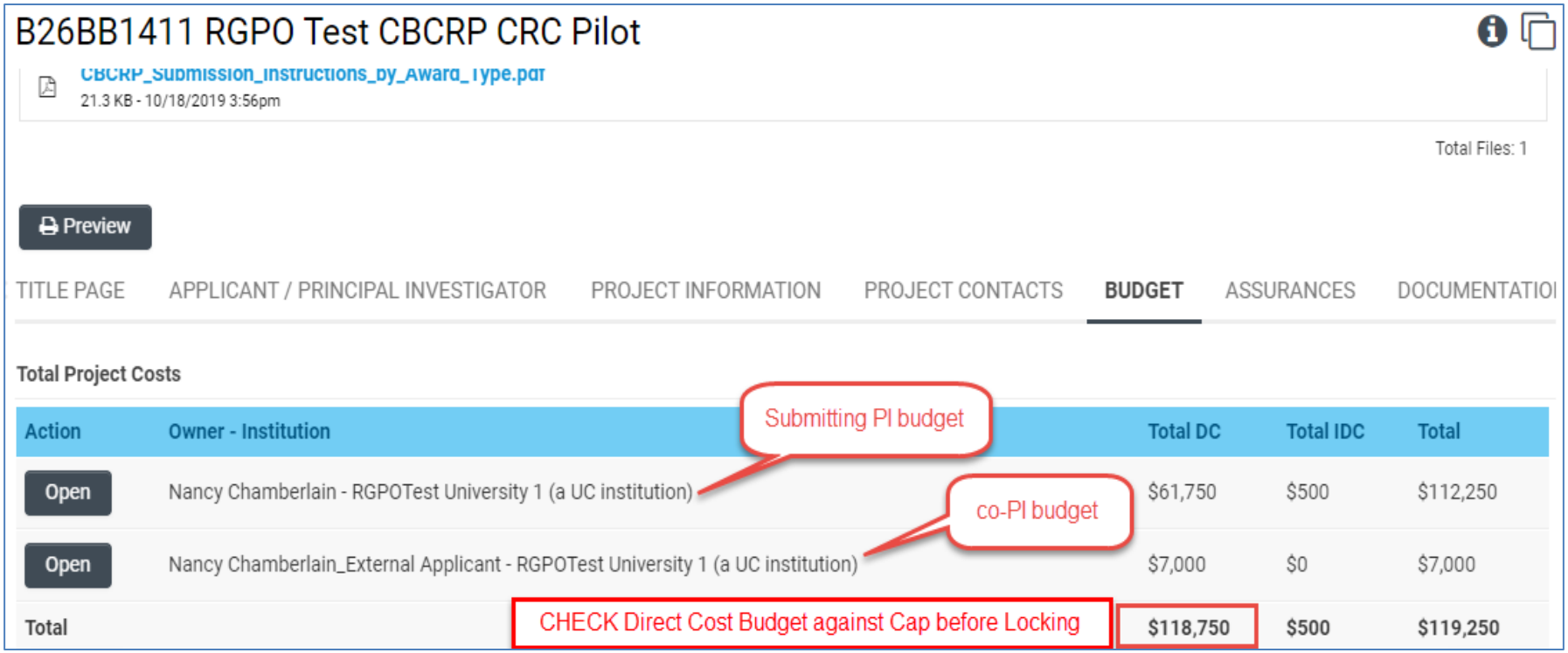
Budget Page with multiple budgets



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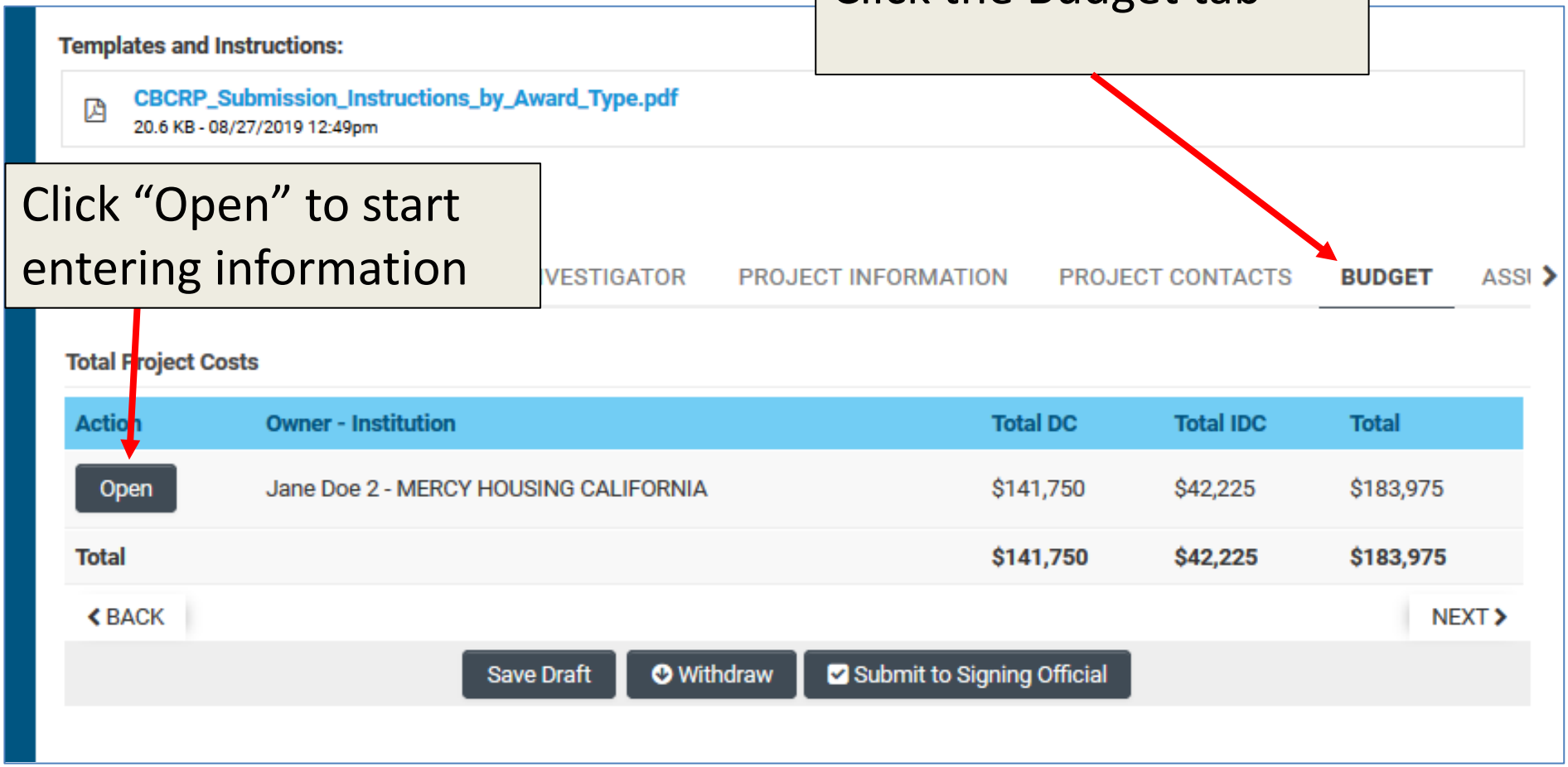
Budget tab



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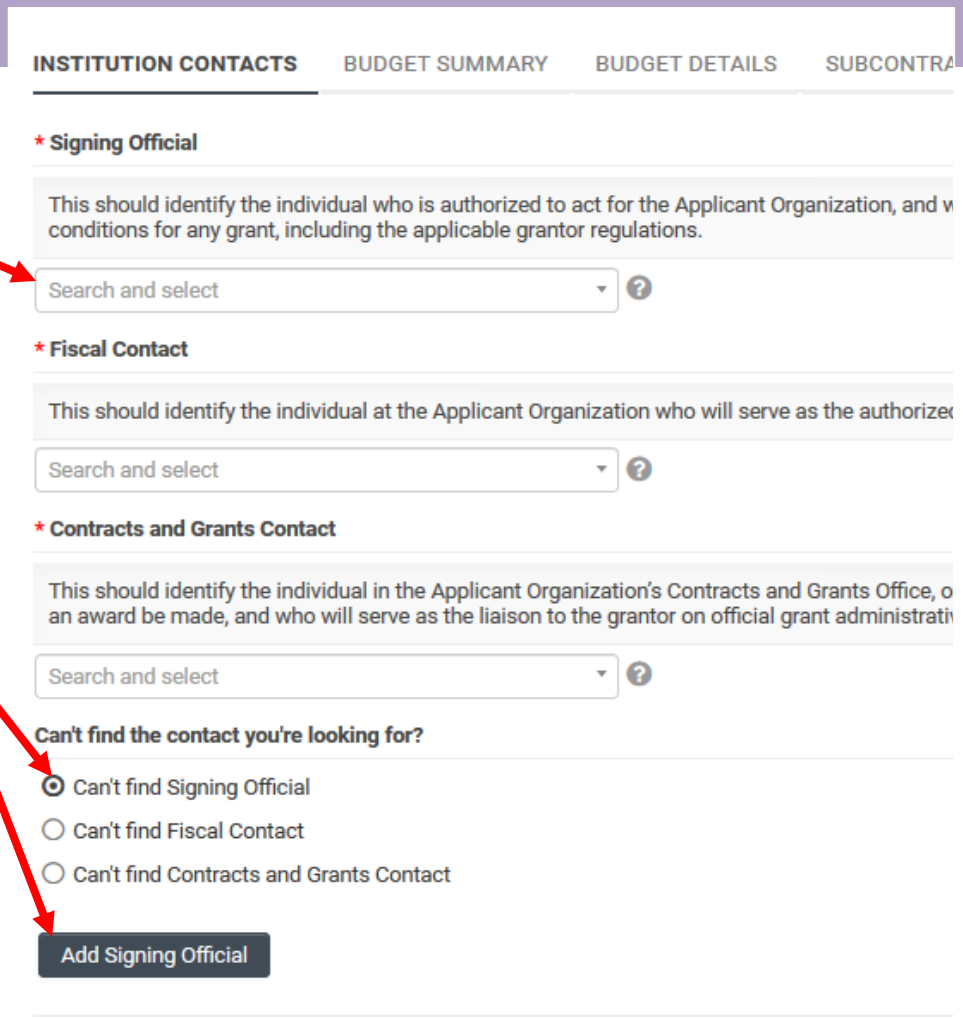
Budget tab – Adding Institution Contacts

Start typing the name of your signing official into the field and select from the list that populates. If you cannot find their name in the list, click "Can't find Signing Official", then click "Add Signing Official."



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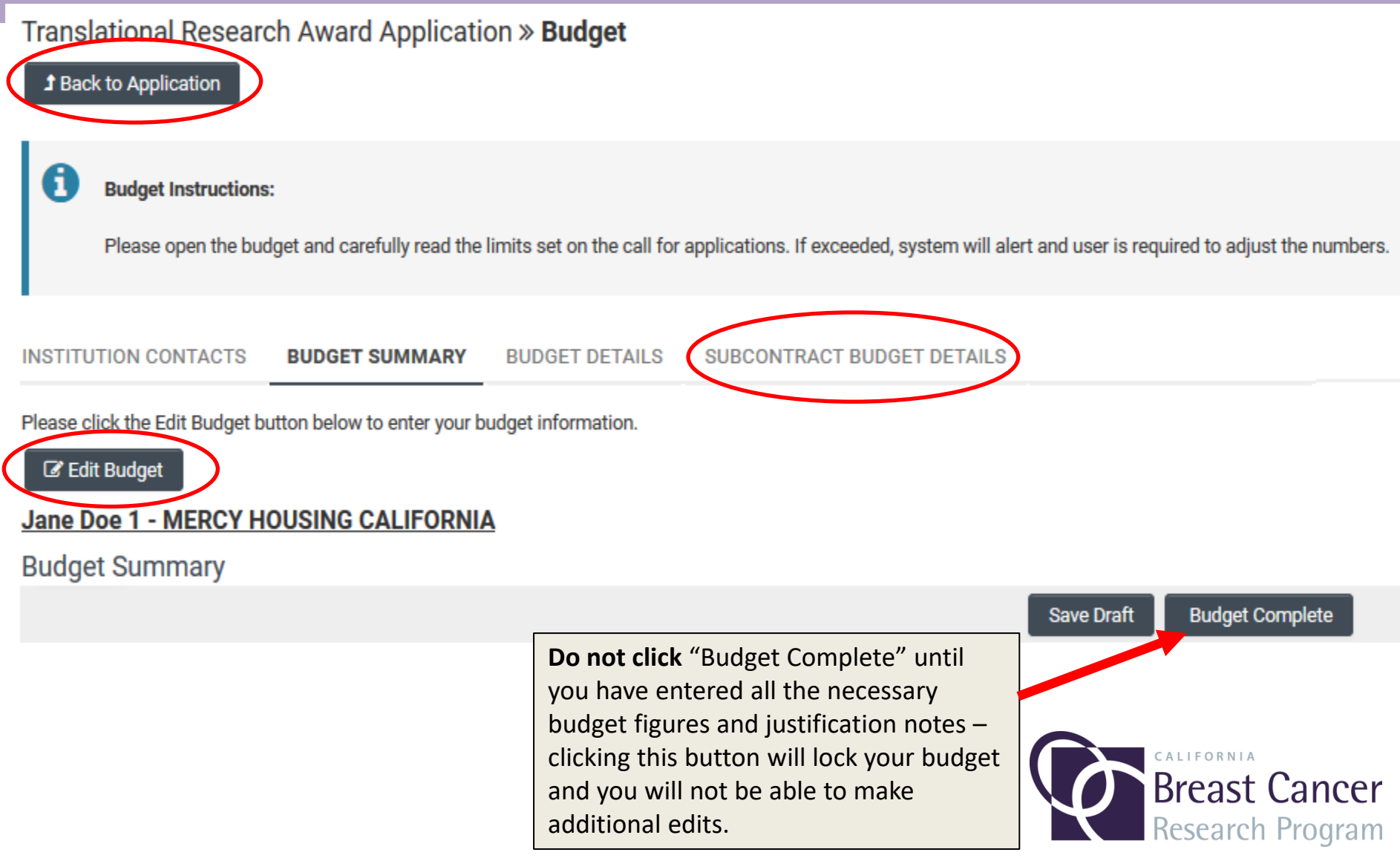
Budget tab – Editing the budget



Do not click "Budget Complete" until you have entered all the necessary budget figures and justification notes – clicking this button will lock your budget and you will not be able to make additional edits.

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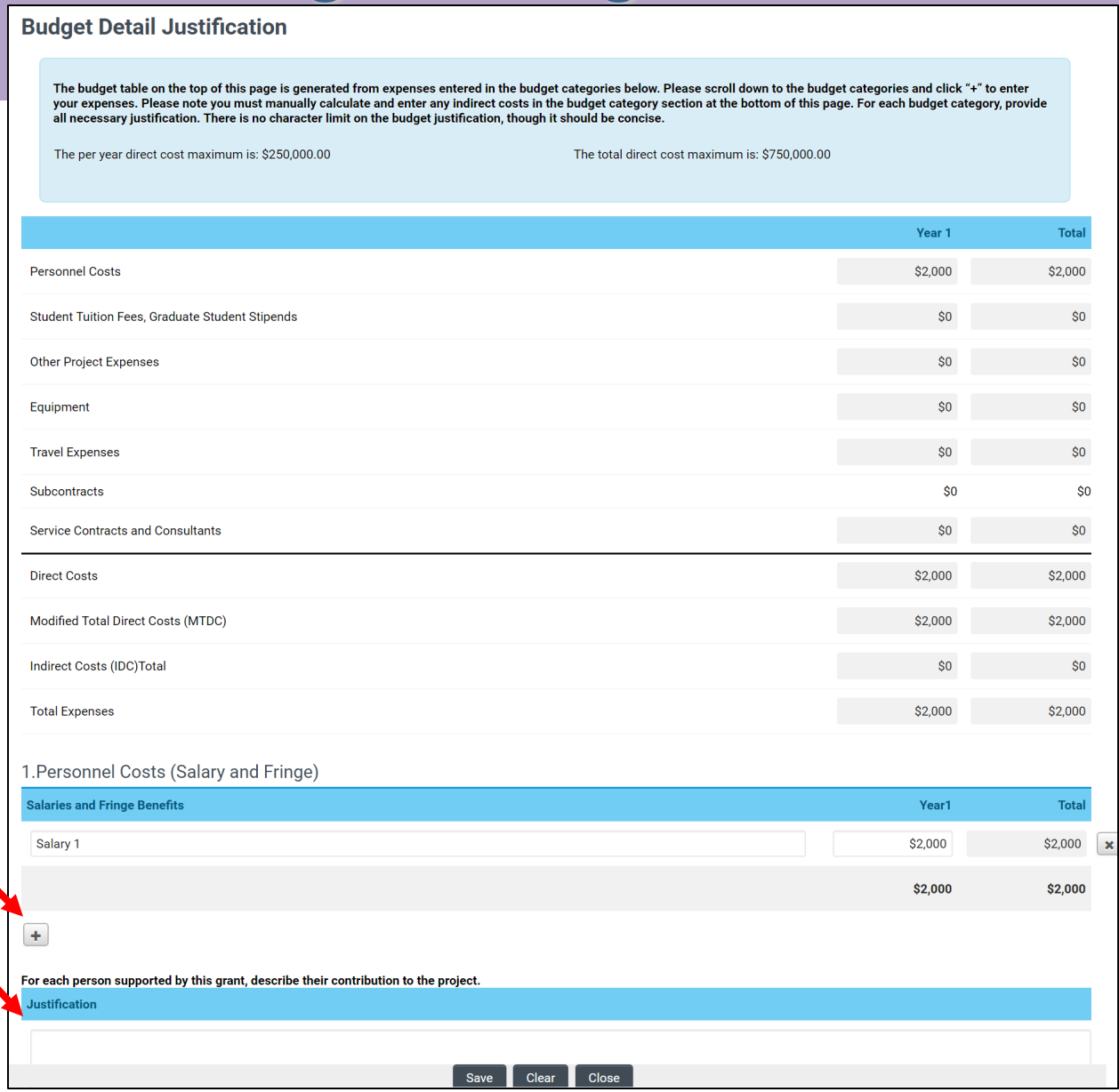
Budget tab – Editing the budget

Scroll down to "Personnel Costs." Click "+" to add a new row.

Entries will populate in the budget summary at the top of the page.

Enter budget justification.

Repeat for all budget categories.



Budget Detail Justification

The budget table on the top of this page is generated from expenses entered in the budget categories below. Please scroll down to the budget categories and click "+" to enter your expenses. Please note you must manually calculate and enter any indirect costs in the budget category section at the bottom of this page. For each budget category, provide all necessary justification. There is no character limit on the budget justification, though it should be concise.

The per year direct cost maximum is: $250,000.00

The total direct cost maximum is: $750,000.00

	Year 1	Total
Personnel Costs	$2,000	$2,000
Student Tuition Fees, Graduate Student Stipends	$0	$0
Other Project Expenses	$0	$0
Equipment	$0	$0
Travel Expenses	$0	$0
Subcontracts	$0	$0
Service Contracts and Consultants	$0	$0
Direct Costs	$2,000	$2,000
Modified Total Direct Costs (MTDC)	$2,000	$2,000
Indirect Costs (IDC)Total	$0	$0
Total Expenses	$2,000	$2,000

1.Personnel Costs (Salary and Fringe)

Salaries and Fringe Benefits	Year1	Total
Salary 1	$2,000	$2,000
	$2,000	**$2,000**

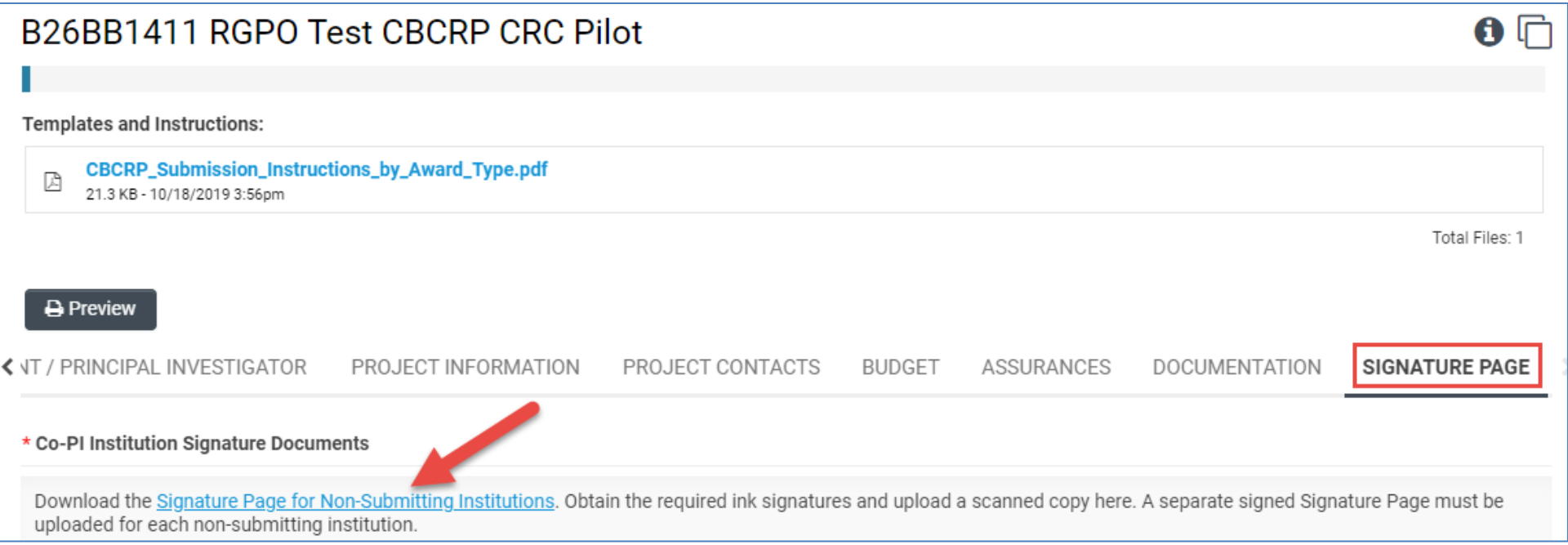
+

For each person supported by this grant, describe their contribution to the project.

Justification

Save Clear Close

Submit to Signing Official – Co-PI



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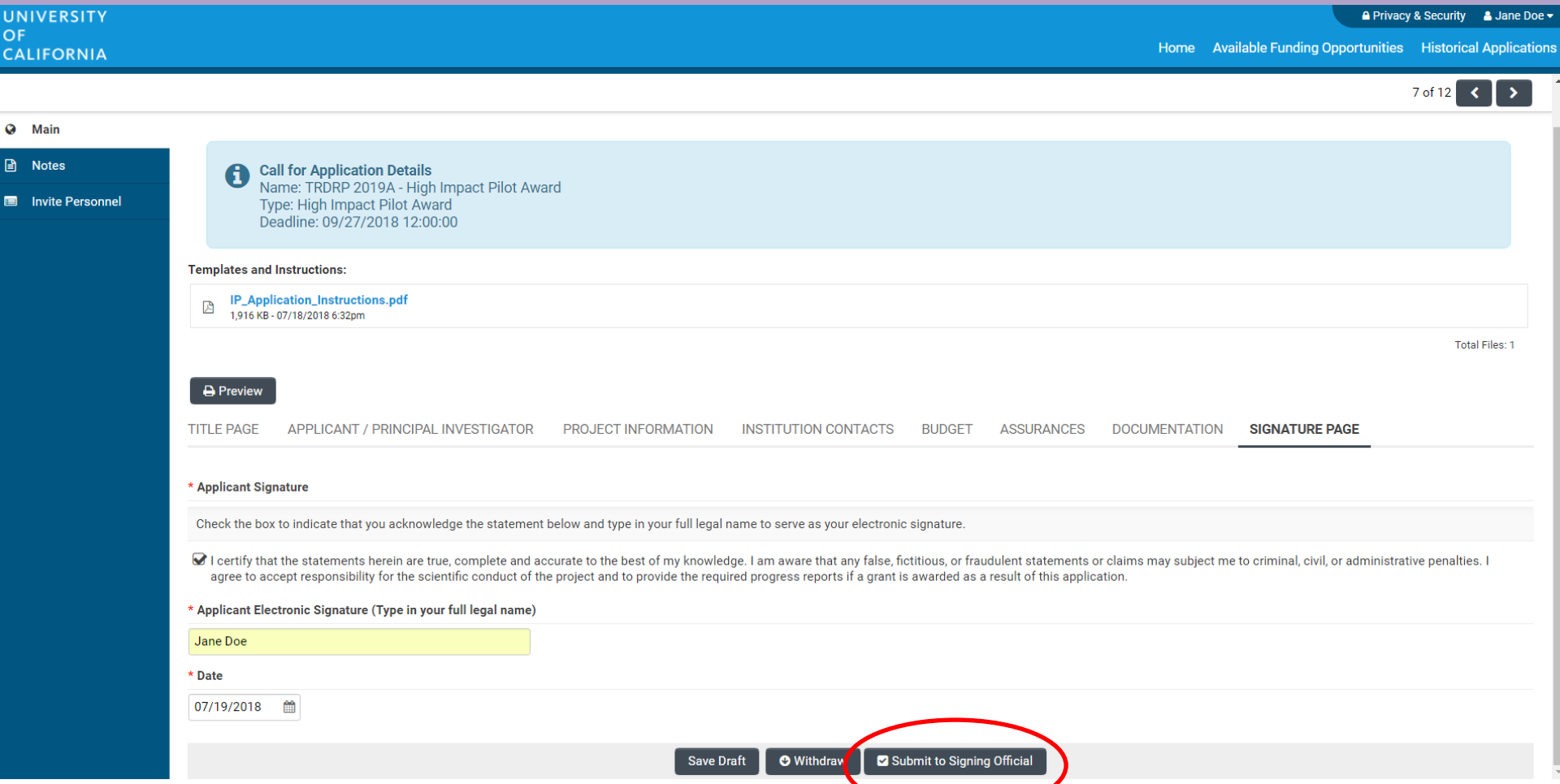
Submit to Signing Official – Submitting PI



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Key Dates & Tips

Award Type	Application Deadline
Investing in Communities' Local-Level Needs to Reduce Racial Disparities in Breast Cancer: Phase 1	March 2, 2023, 12pmPT
Novel Approaches to Predict or Prevent the Influences of Environmental Chemicals on Breast Cancer Risk	March 2, 2023, 12pmPT
Intergenerational Transmission of Breast Cancer Health Inequities	March 2, 2023, 12pmPT

- All materials must be submitted through SmartSimple
- Detailed instructions are provided on the CBCRP website and in SmartSimple
- **Start early** to become familiar with SmartSimple
- **Submit early:** No late applications will be accepted

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Investing in Communities' Local-Level Needs, Phase 1: Questions and Additional Information

Applications are due no later than March 2, 2023 (12 pm noon PT)!

Useful links:

- SmartSimple application system: https://rgpogrants.ucop.edu/
- Webinar "How to use SmartSimple to Submit a Partnered Application"
- Investing in Communities' Local-Level Needs as a Systemic Leverage Point to Reduce Racial Disparities in Breast Cancer, Phase 1: https://cbcrp.org/funding-opportunities/sri/local-level-needs.html
- Additional funding opportunities: cbcrp.org/funding-opportunities/index.html

For programmatic questions, contact Sharima Rasanayagam, CBCRP Program Officer:

- Sharima.Rasanayagam@ucop.edu

For questions about the QuickStart Program or Community-Partnered Participatory Research (CPPR), contact Senaida Fernandez Poole, CBCRP Program Officer:

- Senaida.Poole@ucop.edu

For questions about Smart Simple, technical issues, or application instructions and forms, contact Research and Grants Program Office Contracts and Grants unit:

- RGPOgrants@ucop.edu

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