



CANCER PREVENTION AND RESEARCH INSTITUTE OF TEXAS

REQUEST FOR APPLICATIONS

RFA C-17.2-RELCO

Company Relocation Product Development Research Awards

Please also refer to the Instructions for Applicants document,
which will be posted January 5, 2017

Application Receipt Opening Date: January 5, 2017

Application Receipt Closing Date: February 9, 2017

FY 2017

Fiscal Year Award Period

September 1, 2016-August 31, 2017

TABLE OF CONTENTS

1. KEY POINTS	4
2. ABOUT CPRIT	5
2.1. PRODUCT DEVELOPMENT RESEARCH PROGRAM PRIORITIES	6
3. EXECUTIVE SUMMARY	7
4. MECHANISM OF SUPPORT	7
5. OBJECTIVES	7
6. FUNDING INFORMATION	8
7. KEY DATES	9
8. ELIGIBILITY	9
8.1. NEW APPLICATIONS	9
8.2. RESUBMISSION POLICY	11
9. APPLICATION REVIEW	12
9.1. OVERVIEW	12
9.2. REVIEW PROCESS.....	13
9.2.1. Confidentiality of Review	14
9.3. REVIEW CRITERIA.....	15
9.3.1. Primary Criteria.....	15
9.3.2. Secondary Criteria.....	16
10. SUBMISSION GUIDELINES	17
10.1. ONLINE APPLICATION RECEIPT SYSTEM AND APPLICATION SUBMISSION DEADLINE	17
10.2. SUBMISSION DEADLINE EXTENSION	18
10.3. PRODUCT DEVELOPMENT REVIEW FEE.....	18
10.4. APPLICATION COMPONENTS	18
10.4.1. Executive Summary (1-page maximum).....	19
10.4.2. Slide Presentation (10-page maximum).....	19
10.4.3. Abstract and Significance (5,000-character maximum).....	19
10.4.4. Layperson’s Summary (1,500-character maximum).....	19
10.4.5. Goals and Objectives (maximum of 1,200 characters each).....	20
10.4.6. Timeline (1-page maximum).....	20
10.4.7. Resubmission Summary (1-page maximum).....	20
10.4.8. Development Plan (15-page maximum).....	21
10.4.9. Business Plan (15-page maximum).....	23
10.4.10. Relocation Commitment to Texas (1 page)	26
10.4.11. Biographical Sketches of Key Scientific Personnel (8-page maximum)	26
10.4.12. Budget	26
11. AWARD ADMINISTRATION	28
12. REQUIREMENT TO DEMONSTRATE AVAILABLE FUNDS	29
13. CONTACT INFORMATION	29
13.1. HELPDESK	29
13.2. PROGRAMMATIC QUESTIONS	30

RFA VERSION HISTORY

Rev 12/22/16 RFA release

CLOSED

1. KEY POINTS

This Company Relocation Product Development Research Award mechanism is governed by the following restrictions:

- Company Relocation Product Development Research awards are invested in preclinical research and early clinical research necessary to demonstrate initial clinical safety and efficacy (phase 1, phase 2A).
- All cancer-related sectors are eligible: therapeutics, diagnostics, devices, and tools.
- Companies may only receive 1 Company Relocation Product Development Research award (ie, no awards will be made to companies that have received an award in the past).
- Recipient companies must currently be or commit to be Texas based (see [section 8.1](#)). The Cancer Prevention and Research Institute of Texas (CPRIT) requires the use of Texas-based subcontractors and suppliers unless adequate justification is provided for the use of out-of-state entities.
- CPRIT requires recipient companies to raise a portion of the total project budget from external sources. For a company receiving an initial CPRIT award, CPRIT will contribute \$2.00 for every \$1.00 contributed in matching funds by the recipient company. CPRIT reserves the right to seek a higher matching funds contribution (ie, CPRIT will contribute \$1.00 for every \$1.00 contributed in matching funds by the company) from a company that has already received a CPRIT award and is approved for a second award. The demonstration of available matching funds must be made prior to the distribution of CPRIT grant funds, not at the time the application is submitted. CPRIT funds should, whenever possible, be spent in Texas. A company's matching funds must be designated to the CPRIT-funded project but may be spent outside of Texas.
- Applicants may request up to \$20 million in CPRIT funds. CPRIT receives many more applications each year than available funds can support. A single request at or near \$20 million, if approved by the Oversight Committee, will constitute a significant portion of the approximately \$60 million to \$70 million available for product development research awards for the fiscal year. While all requests for funding must be well justified, a funding request at or near the maximum amount will be heavily scrutinized. Such a request must be exceptionally well justified to warrant dedicating a large percentage of CPRIT's product development research budget to the applicant's project.

- Funding will be trached and will be tied to the achievement of contract-specified milestones.
- All award contracts include a revenue-sharing agreement. **A copy of the revenue-sharing agreement can be found at www.cprit.texas.gov in the Product Development Research Program section. Please note CPRIT is considering modifying the standard revenue-sharing terms to accommodate the smaller margins typically realized by medical device, diagnostic, and services firms.**

Any decision to institute different revenue-sharing terms for medical device, diagnostic, or services awardees will be publicly announced and is likely to be finalized prior to the announcement of awards in this review cycle. Other contract provisions are specified in CPRIT's Administrative Rules, which are also available at www.cprit.texas.gov.

- An application last submitted but not funded (including resubmission) before January 5, 2015, may be submitted as a new application, even if it was previously resubmitted (see [section 8.2](#)).

2. ABOUT CPRIT

The state of Texas has established CPRIT, which may issue up to \$3 billion in general obligation bonds to fund grants for cancer research and prevention.

CPRIT is charged by the Texas Legislature to do the following:

- Create and expedite innovation in the area of cancer research and product or service development thereby enhancing the potential for a medical or scientific breakthrough in the prevention, treatment, and possible cures for cancer;
- Attract, create, or expand research capabilities of public or private institutions of higher education and other public or private entities that will promote a substantial increase in cancer research and in the creation of high-quality new jobs in the state of Texas; and
- Continue to develop and implement the Texas Cancer Plan by promoting the development and coordination of effective and efficient statewide public and private policies, programs, and services related to cancer and by encouraging cooperative, comprehensive, and complementary planning among the public, private, and volunteer sectors involved in cancer prevention, detection, treatment, and research.

CPRIT furthers cancer research in Texas by providing financial support for a wide variety of projects relevant to cancer research.

2.1. Product Development Research Program Priorities

Legislation from the 83rd Texas Legislature requires that CPRIT’s Oversight Committee establish program priorities on an annual basis. The priorities are intended to provide transparency in how the Oversight Committee directs the orientation of the agency’s funding portfolio. The Product Development Research Program’s principles and priorities will also guide CPRIT staff and the Product Development Research Review Council on the development and issuance of program-specific Requests for Applications (RFAs) and the evaluation of applications submitted in response to those RFAs.

Established Principles:

- Moving forward the development of commercial products to diagnose and treat cancer and improve the lives of patients with cancer
- Creation of good, high-paying jobs for Texans
- Sound financial return on the monies invested
- Development of the Texas high-tech life sciences business environment

Product Development Research Program Priorities

- Funding novel projects that offer therapeutic or diagnostic benefits not currently available; ie, disruptive technologies
- Funding projects addressing large or challenging unmet medical needs
- Investing in early-stage projects when private capital is least available
- Stimulating commercialization of technologies developed at Texas institutions
- Supporting new company formation in Texas or attracting promising companies to Texas that will recruit staff with life science expertise, especially experienced C-level staff, to lead to seed clusters of life science expertise at various Texas locations
- Providing appropriate return on Texas taxpayer investment

3. EXECUTIVE SUMMARY

CPRIT will foster the creation of high-quality new jobs in Texas by providing financial support for a wide variety of projects relevant to cancer. The award mechanism described in this RFA is designed to encourage the relocation of existing oncology-focused companies or a substantial portion of their business to Texas. CPRIT expects outcomes of supported activities to directly and indirectly benefit subsequent cancer research efforts, cancer public health policy, or the continuum of cancer care—from prevention to treatment and cure. To fulfill this vision, applications may address any product development topic or issue related to cancer biology, causation, prevention, detection or screening, treatment, or cure. The overall goal of this award program is to improve outcomes of patients with cancer by increasing the availability of Food and Drug Administration (FDA)-approved therapeutic interventions with a primary focus on Texas-centric programs.

4. MECHANISM OF SUPPORT

The goal of the Company Relocation Product Development Research Award is to finance the research and development of innovative products, services, and infrastructure with significant potential impact on patient care. These investments will provide companies or limited partnerships that are willing to relocate all or a substantial portion of their business to Texas with the opportunity to further the development of new products for the diagnosis, treatment, supportive care, or prevention of cancer; to establish infrastructure that is critical to the development of a robust industry; or to fill a treatment, industry, or research gap. This award mechanism will support companies that intend to undertake product research and development in Texas with a strong presence of Texas-based employees, including C-level executives.

5. OBJECTIVES

The state of Texas seeks to attract industry partners in the field of cancer care to advance economic development and cancer care efforts in the state. The goal of this award mechanism is to recruit to Texas companies with proven management teams who are focused on exceptional product opportunities to improve cancer care. These companies must presently be domiciled outside of Texas and have sufficient personnel to operate the Texas-based research and/or development activities of the company and, along with appropriate management, must be willing

to relocate to or be hired and remain in Texas for a specified period after funding. Eligible products or services include—but are not limited to—therapeutics (eg, small molecules and biologics), diagnostics, devices, and potential breakthrough technologies, including software and research discovery techniques. Eligible stages of research development include translational research, proof-of-concept studies, preclinical studies, and phase 1 or phase 2 clinical trials. By exception, phase 3 clinical trials and later-stage product development projects will be considered where circumstances warrant CPRIT investment.

CPRIT’s objectives and program priorities are established by its Oversight Committee. Consistent with the above, these priorities include, “funding projects at Texas companies and relocating companies that are most likely to bring important products to the market.” A full description of CPRIT’s program priorities may be found at <http://www.cprit.texas.gov/about-cprit/reports>.

6. FUNDING INFORMATION

This is a 3-year funding program. Financial support will be awarded based upon the breadth and nature of the research and development project proposed. Requested funds must be well justified. Funding will be milestone driven.

Funds may be used for salary and fringe benefits, research supplies, equipment, clinical trial expenses, intellectual property protection, external consultants and service providers, and other appropriate research and development costs, subject to certain limitations set forth by Texas state law. If a company is working on multiple projects, care should be taken to ensure that CPRIT funds are used to support activities directly related to the specific project being funded. Requests for funds to support construction and/or renovation may be considered under compelling circumstances for projects that require facilities that do not already exist in the state of Texas. Texas state law limits the amount of awarded funds that may be spent on indirect costs to no more than 5% of the total award amount (5.263% of the direct costs).

For companies receiving an initial CPRIT award, CPRIT will contribute \$2.00 for every \$1.00 contributed in matching funds by the company. CPRIT reserves the right to seek a higher matching funds contribution (ie, CPRIT will contribute \$1.00 for every \$1.00 contributed in matching funds by the company) from a company that has already received a CPRIT award and

is approved for a second award. The demonstration of available matching funds must be made prior to the distribution of CPRIT funds, not at the time the application is submitted. The matching funds commitment may be made on a year-by-year basis.

7. KEY DATES

RFA release	December 22, 2016
Online application opens	January 5, 2017, 7 AM central time
Applications due	February 9, 2017, 3 PM central time
Invitations to present sent	March 2017
Notifications sent if not invited	March 2017
Presentations to CPRIT*	April 2017
Award Notification	August 2017
Anticipated Start Date	September 2017

*Applicants will be notified of their peer review panel assignments prior to the peer review meeting dates. Information on the timing of subsequent steps will be provided to applicants later in the process.

8. ELIGIBILITY

8.1. New Applications

- Applicants may be located outside the state of Texas when the application is submitted and reviewed. However, CPRIT requires the Grant Applicant to demonstrate that it will relocate to Texas as a condition of the Grant Award. A company is considered to be Texas based if it currently fulfills or commits to fulfilling a majority of the following criteria:
 1. The US headquarters is physically located in Texas
 2. The Chief Executive Officer resides in Texas

3. A majority of the company's personnel, including at least 2 other C-level employees (or equivalent) reside in Texas
4. Manufacturing activities take place in Texas
5. At least 90% of Grant Award funds are paid to individuals and entities in Texas, including salaries and personnel costs for employees and contractors
6. At least 1 clinical trial site in Texas
7. Collaboration with a medical research organization in Texas, including a public or private institution of higher education

In exceptional circumstances, the applicant may propose one or more alternative location requirements, which the Oversight Committee may approve by a majority vote in an open meeting.

Unless otherwise specified by the award contract, all location requirements identified by the applicant must be fulfilled within 1 year of receiving the initial disbursement of funds. Failure to maintain compliance with the location criteria will result in consequences ranging from suspension of grant funding, early termination of the grant contract, and repayment of grant funds.

- An applicant may submit only 1 application under this RFA during this funding cycle.
- An application last submitted (including resubmission) before January 5, 2015, may be resubmitted as a new application, even if it was previously resubmitted.
- Only 1 coapplicant may be included on the application. For the Product Development Research Program, a coapplicant is an individual(s) designated by the applicant organization to have the appropriate level of authority and responsibility to direct the project or program to be supported by the award. If so designated by the applicant organization, coapplicants share the authority and responsibility for leading and directing the project, intellectually and logistically. When multiple applicants are named, each is responsible and accountable for the proper conduct of the project, program, or activity, including the submission of all required reports. The presence of more than 1 applicant

on an application or award diminishes neither the responsibility nor the accountability of any individual applicant.

- A company applicant is eligible to receive a grant award only if the applicant certifies that the company, including the company representative, any senior member or key personnel listed on the application, or any company officer or director (or any person related to 1 or more of these individual within the second degree of consanguinity or affinity), has not made and will not make a contribution to CPRIT or to any foundation specifically created to benefit CPRIT.
- A company applicant is not eligible to receive CPRIT funding if the company representative, any senior member or key personnel listed on the application, or any company officer or director is related to a CPRIT Oversight Committee member.
- The company applicant must report whether the company, company representative, or other individuals who contribute to the execution of the proposed project in a substantive, measurable way, whether or not those individuals are slated to receive salary or compensation under the grant award, are currently ineligible to receive federal grant funds or have had a grant terminated for cause within 5 years prior to the submission date of the grant application.
- CPRIT grants will be awarded by contract to successful company applicants. Certain contractual requirements are mandated by Texas state law or by administrative rules. Although the company applicant need not demonstrate the ability to comply with these contractual requirements at the time the application is submitted, applicants should familiarize themselves with these standards before submitting a grant application. Significant issues addressed by the CPRIT contract are listed in [section 11](#) and [section 12](#). All statutory provisions and relevant administrative rules can be found at www.cprit.texas.gov.

8.2. Resubmission Policy

- An application previously submitted to CPRIT within the last 2 years (after January 5, 2015) but not funded may be resubmitted once and must follow all resubmission guidelines (see [section 10.4.7](#)). **An application that was last submitted (including resubmission to CPRIT) before January 5, 2015, may be submitted as a new**

application, even if the most recent submittal prior to January 5, 2015, was a resubmission. It is expected that significant progress will have been made on the project; a simple revision of the prior application with editorial or technical changes is not sufficient, and applicants are advised not to submit an application with such modest changes.

- An application is considered a resubmission if the proposed project is the same project as presented in the original submission. A change in the identity of the applicant or company representative for a project or a change of title of the project that was previously submitted to CPRIT does not constitute a new application; the application would be considered a resubmission.
- Applicants who choose to resubmit should carefully consider the reasons for lack of prior success. Applications that received an overall numerical score of 5 or higher are likely to need considerable attention. All resubmitted applications should be carefully reconstructed; a simple revision of the prior application with editorial or technical changes is not sufficient, and applicants are advised not to direct reviewers to such modest changes. A 1-page summary of the approach to the resubmission should be included. Resubmitted applications may be assigned to reviewers who did not review the original submission. Reviewers of resubmissions are asked to assess whether the resubmission adequately addresses critiques from the previous review. **Applicants should note that addressing previous critiques is advisable; however, it does not guarantee the success of the resubmission.** All resubmitted applications must conform to the structure and guidelines outlined in this RFA.

9. APPLICATION REVIEW

9.1. Overview

Applications will be assessed based on evaluation of the quality of the company and the potential for continued product development. In general, a greater extent of commitment to establishing research and/or development functions in Texas will be viewed more favorably by CPRIT. However, it is left to the applicant's judgment to make a case for what they consider to be a sufficient extent of commitment to Texas. CPRIT requires the submission of a comprehensive development plan (see [section 10.4.8](#)) and a detailed business plan (see [section 10.4.9](#)). The

review will address the commercial viability, product feasibility, scientific merit, and therapeutic impact as detailed in the company's business and development plans. The plans will be reviewed by an integrated panel of individuals with biotechnology expertise and experience in translational and clinical research as well as in the business development/regulatory approval processes for therapeutics, devices, and diagnostics. In addition, advocate reviewers will participate in the review process. Funding decisions are made by the review process described below.

9.2. Review Process

- **Product Development and Scientific Review:** Applications that pass initial administrative review are assigned to independent CPRIT Product Development Research Peer Review Panel members for evaluation using the criteria listed below. Based on the initial evaluation and discussion by the Product Development Research Review Panel, a subset of company applicants may be invited to deliver in-person presentations to the review panel.
- **Due Diligence Review:** Following the in-person presentations, a subset of applications judged to be most meritorious by the Product Development Research Review Panel will be referred for additional in-depth due diligence, including—but not limited to—intellectual property, management, regulatory, manufacturing, and market assessments. Following the due diligence review, applications may be recommended for funding by the CPRIT Product Development Research Review Council based on the information set forth in the due diligence and intellectual property reviews, comparisons with applications from the Product Development Research Review Panel, and programmatic priorities.
- **Program Integration Committee Review:** Applications recommended by the Product Development Review Council will be forwarded to the CPRIT Program Integration Committee (PIC) for review. The PIC will consider factors including program priorities set by the Oversight Committee, portfolio balance across programs, and available funding.
- **Oversight Committee Approval:** The CPRIT Oversight Committee will vote to approve each grant award recommendation made by the PIC. The grant award recommendations

will be presented at an open meeting of the Oversight Committee and must be approved by two-thirds of the Oversight Committee members present and eligible to vote.

The review process is described more fully in CPRIT's Administrative Rules, chapter 703, [sections 703.6 to 703.8](#).

9.2.1. Confidentiality of Review

Each stage of application review is conducted confidentially, and all CPRIT Product Development Research Peer Review Panel members, Product Development Research Review Council members, PIC members, CPRIT employees, and Oversight Committee members with access to grant application information are required to sign nondisclosure statements regarding the contents of the applications. All technological and scientific information included in the application is protected from public disclosure pursuant to Health and Safety Code §102.262(b).

Individuals directly involved with the review process operate under strict conflict-of-interest prohibitions. All CPRIT Product Development Research Peer Review Panel members and Product Development Research Review Council members are non-Texas residents.

An applicant will be notified regarding the review panel assigned to review the grant application. Peer review panel members are listed by panel on CPRIT's website. **By submitting a grant application, the applicant agrees and understands that the only basis for reconsideration of a grant application is limited to an undisclosed conflict of interest as set forth in CPRIT's Administrative Rules, [chapter 703, section 703.9](#).**

Any form of communication regarding any aspect of a pending application is prohibited between the company applicant (or someone on the applicant's behalf) and the following individuals: An Oversight Committee member, a PIC member, a Product Development Research Review Panel member, or a Product Development Research Review Council member. Applicants should note that the CPRIT PIC comprises the CPRIT Chief Executive Officer, the Chief Scientific Officer, the Chief Prevention Officer, the Chief Product Development Research Officer, and the Commissioner of State Health Services. The prohibition on communication begins on the first day that grant applications for the particular grant mechanism are accepted by CPRIT and extends until the grant applicant receives notice regarding a final decision on the grant application. The prohibition on communication does not apply to the time period when

preapplications or letters of interest are accepted. Intentional, serious, or frequent violations of this rule may result in the disqualification of the grant applicant from further consideration for a grant award.

9.3. Review Criteria

Full peer review of applications will be based on primary scored criteria and secondary unscored criteria, listed below. Review committees will evaluate and score each primary criterion and subsequently assign a global score that reflects an overall assessment of the application. **The overall assessment will not be an average of the scores of the individual criteria; rather, it will reflect the reviewers' overall impression of the application. Evaluation of the scientific merit of each application is within the sole discretion of the peer reviewers.**

9.3.1. Primary Criteria

Primary criteria will evaluate the scientific merit and potential impact of the proposed work contained in the application. Concerns with any of these criteria potentially indicate a major flaw in the significance and/or design of the proposed study.

Primary criteria include the following:

Significance and Impact: Will the outcomes of this CPRIT-funded project result in the development of innovative products with significant product development potential? Will the outcome substantially impact the diagnosis, treatment, or prevention of cancer or supportive care for patients with cancer? How would competing products or services affect the value of the proposed offering?

Product: Is there demonstrated proof of relevance, and does the product fulfill a clear, unmet medical or infrastructure need? Has work been conducted that supports the advancement of the proposed product, service, or technology? Can the product be produced or manufactured in a commercially viable fashion?

Market Plan: Is there a realistic assessment of the unmet clinical need, market size, and expected penetration? Has management adequately assessed potential competitors and described how the company's offering will successfully compete with them? Has the applicant addressed patients, market segments, value proposition, pricing, outcomes research, sales plans, marketing research plans, or results? If the applicant plans to seek acquisition by a strategic partner, is there

a well-characterized analysis of exit strategy and valuation? Is there an appropriate basis for a reimbursement strategy?

Clinical/Regulatory Plan: Is the clinical and regulatory path well characterized and appropriate? Is the plan milestone driven, and does it address both a positive and a negative outcome? Does the budget appropriately support the plan? Is there clarity on regulatory matters and current regulatory strategies?

Competitive Landscape/Intellectual Property: Is the applicant aware of the competitive landscape related to his/her project? Has the applicant demonstrated an understanding of the products and treatments in the market and under development that will be in competition with the company's product at the time of product introduction? Have intellectual property issues been addressed, including patentability and freedom to operate?

Development Plan: Is the proposed product, service, and/or infrastructure based on a feasible research framework, hypothesis, and/or goal? Are the methods appropriate, and are potential research and developmental obstacles and unexpected outcomes discussed?

Management and Staffing: Does the applicant have the appropriate level of management experience to execute the stated strategy? Does the team have the needed experience or access to experienced external assistance, facilities, and resources to accomplish all aspects of the proposed plan? Does the management team have experience in obtaining results that are directly relevant to the proposed project (eg, product development and registration)?

Financial Plan: Is there a comprehensive analysis of the aggregate funding required to market or exit and strategy to raise the required funding? Has the applicant demonstrated that the returns are sufficient to justify the investment on a risk-adjusted basis?

9.3.2. Secondary Criteria

Secondary criteria contribute to the global score assigned to the application. Concerns with these criteria potentially question the feasibility of the proposed research and development activities.

Secondary criteria include the following:

Budget and Duration of Support: Are the budget and duration appropriate and realistic for the proposed project? Will the amount requested enable the applicant to reach appropriate milestones? Is the use of the funds requested in line with the stated objectives of the applicant

and CPRIT? Is it clear how funds will be used? (Does the use of funds indicate a commitment to conducting the project work in Texas? Is it clear that no CPRIT funds will be sent to the corporate headquarters if those headquarters remain outside of Texas?) Does the proposed investment fund the development of the proposed product, service, or technology to a point where, if the results are positive, it is likely that the project will be able to attract further financial support outside of CPRIT?

10. SUBMISSION GUIDELINES

Applicants are advised to carefully review all instructions in this section to ensure the accurate and complete submission of all components of the application. Please refer to the *Instructions for Applicants* document for details that will be available when the application receipt system opens. Applications that are missing 1 or more components, exceed the specified page or word limits, or that do not meet the eligibility requirements listed above will be administratively withdrawn without review.

10.1. Online Application Receipt System and Application Submission Deadline

Applications must be submitted via the CPRIT Application Receipt System (CARS) (<https://CPRITGrants.org>). **Only applications submitted through this portal will be considered eligible for evaluation.** The applicant is eligible solely for the grant mechanism specified by the RFA under which the grant application was submitted. The company applicant must create a user account in the system to start and submit an application. The coapplicant, if applicable, must also create a user account to participate in the application. Furthermore, the Application Signing Official (ASO) (an individual authorized to sign and submit an application on behalf of the company applicant) must also create a user account in CARS. An application may not be submitted without ASO approval. Only the ASO is authorized to officially submit the application to CPRIT. It is acceptable (and not uncommon) for the applicant to also serve as the designated ASO. However, if the applicant intends to also serve as the ASO, the system requires that the applicant and the ASO have 2 different accounts and user names. Applications will be accepted beginning at 7 AM central time on January 5, 2017, and must be submitted by 3 PM central time on February 9, 2017. **Submission of an application is considered an acceptance of the terms and conditions of the RFA.**

10.2. Submission Deadline Extension

The submission deadline may be extended upon a showing of good cause. Late submissions are permitted only in exceptional instances, usually for technology failures in the CARS. Applicants should allow sufficient time to familiarize themselves with the application format and instructions to avoid unexpected issues. The applicant's failure to adequately plan is not sufficient grounds to justify approval of a late submission.

Peer review schedules are set far in advance and do not accommodate receipt of an application days after the deadline. Therefore, potential applicants that are unable to meet the deadline due to issues such as travel, sabbaticals, conferences, prolonged illness, or other leave, etc, should not request additional time to submit an application but should instead consider submitting the application in the next review cycle.

A request to extend the submission deadline must be submitted via email to the [CPRIT HelpDesk](#). Submission deadline extensions, including the reason for the extension, will be documented as part of the grant review process records.

10.3. Product Development Review Fee

All applicants must submit a fee of \$1,000 for product development review. Payment should be made by check or money order payable to CPRIT; electronic and credit card payments are not acceptable. The application ID and the name of the submitter must be indicated on the payment. Unless a request to submit a late fee has been approved by CPRIT, all payments must be postmarked by the application submission deadline and mailed to the following address:

Cancer Prevention and Research Institute of Texas
P.O. Box 12097
Austin, TX 78711

10.4. Application Components

Applicants are advised to minimize repetition among application components to the extent possible. In addition, applicants should use discretion in cross-referencing sections in order to maximize the amount of information presented within the page limits.

Please note that letters of commitment and/or memoranda of understanding from community organizations, key faculty, etc, are **not** required or requested. If applicants choose to include such letters, they may only be added to the Development or Budget Plan sections and will count toward the page limit for that section.

10.4.1. Executive Summary (1-page maximum)

Provide an executive summary that clearly explains the product, service, technology, or infrastructure proposed; competition; market need and size; development or implementation plans; regulatory path; reimbursement strategy; and funding needs. Applicants must clearly describe the existing or proposed company infrastructure and personnel located in Texas for this endeavor.

10.4.2. Slide Presentation (10-page maximum)

Provide a slide presentation summarizing the application. The presentation should be submitted in PDF format, with 1 slide filling each landscape-oriented page. The slides should succinctly capture all essential elements of the application and should stand alone.

10.4.3. Abstract and Significance (5,000-character maximum)

Clearly explain the question or problem to be addressed and the approach to its answer or solution. The specific aims of the application must be obvious from the abstract although they need not be restated verbatim from the research plan. Clearly address how the proposed project, if successful, will have a major impact on care of patients with cancer. Explain how this application provides a clear path for acquiring proof-of-principle data necessary for next-stage commercial development.

10.4.4. Layperson's Summary (1,500-character maximum)

Provide an abbreviated summary for a lay audience using clear, nontechnical terms. Describe specifically how the proposed project would support CPRIT's mission (see [section 2](#)). Would it fill a needed gap in patient care or in the development of a sustainable oncology industry in Texas? Would it synergize with Texas-based resources? Describe the overall goals of the work, the type(s) of cancer addressed, the potential significance of the results, and the impact of the work on advancing the fields of diagnosis, treatment, or prevention of cancer. Clearly address

how the company's work, if successful, will have a major impact on the care of patients with cancer. The information provided in this summary will be made publicly available by CPRIT, particularly if the application is recommended for funding. The layperson's summary will also be used by advocate reviewers in evaluating the significance and impact of the proposed work. Do not include any proprietary information in this section.

10.4.5. Goals and Objectives (maximum of 1,200 characters each)

List specific goals and objectives for each year of the project. These goals and objectives will also be used during the submission and evaluation of progress reports and assessment of project success if the award is made. Identify time-specific references as follows: Year 1, Quarter 1 (Y1Q1), Y1Q2, etc.

10.4.6. Timeline (1-page maximum)

Provide an outline of anticipated major milestones to be tracked. Timelines will be reviewed for reasonableness, and adherence to timelines will be a criterion for continued support of successful applications. If the application is approved for funding, this section will be included in the award contract. Applicants are advised not to include information that they consider confidential or proprietary when preparing this section.

10.4.7. Resubmission Summary (1-page maximum)

If this is a resubmission, upload a summary of the approach, including a summary of the applicant's response to previous feedback. Clearly indicate to reviewers how the application has been improved in response to the critiques. Refer the reviewers to specific sections of other documents in the application where further detail on the points in question may be found. When a resubmission is evaluated, responsiveness to previous critiques is assessed. If this is not a resubmission, then no summary is required.

Note: An application submitted or resubmitted before January 5, 2015, may be submitted as a new application, even if it was previously resubmitted. For the "new" applications, no summary is required.

10.4.8. Development Plan (15-page maximum)

Present the rationale behind the proposed product or service, emphasizing the pressing problem in cancer care that will be addressed. Summarize the evidence gathered to date in support of the company's ideas. **Describe the label claims that the company ultimately hopes to make, and describe the plan to gather evidence to support these claims.** Outline the steps to be taken during the proposed period of the award, including the design of the translational and/or clinical research, methods, and anticipated results. Describe potential problems or pitfalls and alternative approaches to these risks. If clinical research is proposed, present a realistic plan to accrue a sufficient number of human subjects meeting the inclusion criteria within the proposed time period.

The development plan should include a defined Target Product Profile (TPP) or analogous document for a medical device, in vitro diagnostic, or service that projects a clear path to full commercialization

(see <http://www.fda.gov/downloads/drugs/guidancecomplianceregulatoryinformation/guidances/ucm080593.pdf>). The TPP provides a statement of the *overall intent* of the product development program and gives information about the product *at a particular time* in development. Usually, the TPP is organized according to the key sections in the product package insert for a drug or biologic or medical device labeling and links development activities to specific concepts intended for inclusion in the labeling. CPRIT recognizes that many applications are early in the product development process and that not all elements of the TPP will be known at the time of application. Consequently, not only does the TPP serve as a snapshot in time of the development status of the program, but it additionally serves as an aspirational target upon eventual commercialization. The TPP should include the parameters below; the questions are intended to guide the thinking process and may include, but are not limited to, the examples provided.

- Identification of a target that is applicable to human cancer treatment. Is intervention with this target likely to lead to a therapeutic, medical device, diagnostic, or service that could be useful in the treatment of cancer?
- Selection of a lead compound, assay, or device technology based on the target. Is the identification of potential developmental candidates based on a set of in vitro tests followed by selection of a lead candidate based on considerations (as appropriate for the

candidate) of pharmacodynamic parameters and the results of preclinical, in vivo, proof-of-principle studies in relevant animal models of disease?

- Description of a high-level clinical development plan detailing each of the clinical studies supporting the marketing approval (phase 1, 2, and 3) the preclinical work is meant to support. Designing the preclinical program requires an understanding of the duration of the clinical studies required by regulatory authorities. Consequently, a brief outline of each of the phase 1, phase 2, and phase 3 studies necessary to obtain regulatory approval and reimbursement funding must be sketched out prior to deciding which toxicology studies would be required.

Applicants developing cancer therapeutics are encouraged to become familiar with FDA guidance documents for submission of applications related to new product development. These documents provide a standard framework for new drug submissions and biologic license applications to FDA. Utilizing this framework helps ensure that the submission to CPRIT contains all relevant elements and is optimally organized.

Additionally, for therapeutics, the following apply:

Intended route of administration and dosing regimen. Is the intended route of administration and dosing regimen consistent with accepted convention and medical need for the therapeutic, or will the use of this new agent require a paradigm shift (more frequent or less frequent dosing, new route or method of administration), and if so, what impact will it have on current standard of care?

Optimization of the lead to ensure desired characteristics, including, but not limited to, the following studies:

- Indication of the threshold of both the safety and efficacy necessary to be a competitive product when the product is introduced;
- Absorption, distribution, metabolism, excretion, including, but not limited to, relevant studies based on route of administration;
- Safety (studies as mandated by ICH Guidelines);
- Biomarkers (assays) that potentially target specific patient populations for clinical trials;

- Biomarkers (assays) that can serve as potential pharmacodynamic markers of clinical activity during early clinical trials designed to demonstrate proof of concept;
- Proposed current good manufacturing practice (including estimated costs) that can be scalable from phase 1 through phase 3. Include information if there are possible plans for formulation.

The FDA's website provides "Common Technical Documents (CTDs, see <http://www.ich.org/products/ctd.html>)" guidance documents. There are 3 CTDs covering safety, efficacy, and quality. This guidance presents a standard format for the preparation of a well-structured application. While originally intended for regulatory authorities, these formats are also applicable for a CPRIT application. Many of our reviewers have extensive pharmaceutical development expertise and are familiar with these standard formats. Hence, utilizing the CTD format will simplify the review and ensure that the application contains all of the relevant elements.

CPRIT recognizes that many applications are early in the product development process. Hence not all of the elements of the CTD will be known at time of CPRIT application. We encourage applicants to complete as much of the Safety and Efficacy CTD sections as possible and to follow the submission format prescribed.

The development plan submitted must be of sufficient depth and quality to pass rigorous scrutiny by the highly qualified group of reviewers. To the extent possible, the development plan should be driven by data. In the past, applications that have been scored poorly have been criticized for assuming that assertions could be taken on faith. Convincing data are much preferred.

10.4.9. Business Plan (15-page maximum)

Provide a business plan covering all of the topics below in the order shown. Successful applicants will make thoughtful, careful, and economical use of the limited space. Note that if the company is selected to undergo due diligence, information to support a full intellectual property review will be requested at that time. Company Relocation Product Development Research Award applicants will be evaluated based not only on the current status of the components of the

business plan but also on whether current weaknesses and gaps are acknowledged and whether plans to address them are outlined.

- A. Product and Market:** Provide a brief description of the envisioned product and how the product will be administered to patients. Describe the initial market that will be targeted and how the envisioned product will fit within the standard of care. To the fullest degree possible, describe patients, market segments, value proposition, pricing, outcomes research, sales plans, marketing research plans, or results.
- B. Clinical and Regulatory Plans:** Provide a detailed regulatory plan, including preclinical and clinical activities and the regulatory pathway for major markets. Please describe how this is driven by interactions with the FDA, if possible. The regulatory plan should include regulatory communications (including all interactions to date with the FDA) and strategy, with clarity provided on regulatory matters and current regulatory strategies. Generally speaking, applications are well received that provide a high-level overview of protocols (as well as the path to commercialization) yet with a degree of granularity that sufficiently demonstrates comprehension of the requirements and challenges that lie ahead.
- C. Risk Analysis:** Describe the specific risks inherent to the product plan and how they would be mitigated.
- D. Current and Pending Support:** Provide an overview of the funding received, including a list of funding sources and a comprehensive cap table that should comprise all parties who have investments, stock, or rights in the company. The identities of all parties must be listed. It is not appropriate to list any funding source as anonymous.
- E. Financial Projections:** Provide an overview of your financial projections and how you will generate a return on this investment.
- F. Scope of Work and Milestones:** Provide an overview of the goals and objectives that comprise the scope of work for the project. Construct your timeline from the point of funding (ie, do not specify calendar dates because the contract start date could change). Define the key activities and anticipated milestones. Timelines will be reviewed for reasonableness, and adherence to timelines will be a criterion for continued support of

successful applications. If the application is approved for funding, this section will be included in the award contract (ie, goals and objectives identified to occur in Year 1 will populate a progress report for Year 1, and so forth). Identify specific segments of time as Year 1, Quarter 1 (Y1Q1), Y1Q2, etc.

G. Key Personnel Located in Texas and Any Key Management Located Outside of

Texas: For each member of the senior management and scientific team, provide a paragraph briefly summarizing his or her present title and position, prior industry experience, education, and any other information considered essential for evaluation of qualifications.

Key personnel are the Principal Investigator/Project Director as well as other individuals who contribute to the development or the execution of the project in a substantive, measurable way. *Substantive* means they have a critical role in the overall success of the project and that their absence from the project would have a significant impact on executing the approved scope of the project. *Measurable* means that they devote a specified percentage of time to the project. The indicated time is an obligatory commitment, regardless of whether or not they request salaries or compensation. “Zero percent” effort or “TBD” or “as needed” are not acceptable levels of involvement for those designated as key personnel. While all participants that meet these criteria should be identified as “key,” it is expected that the number of key personnel will be kept to a minimum.

H. Competitive Landscape: Provide a clear discussion of the competitive landscape related to the project, including any companies/university laboratories working on similar projects; indicate which of these projects constitute the greatest competitive threat. Describe how the project compares with competitors, and indicate any potential opportunities for partnering with them.

I. Intellectual Property: Provide a concise discussion of the intellectual property issues related to the project.

J. Patents: List any relevant issued patents and patent applications. Please include the titles and dates the patents were issued/filed/published. List any licensing agreements that the

company has signed that are relevant to this application.

K. Organizational Commitment to Texas: Describe how CPRIT funding of the applicant’s company would benefit the state of Texas. For example, describe how the company would create high-quality new jobs in the state and/or recruit out-of-state talent, and mention any Texas-based subcontractors and suppliers that would be used and any other unique, Texas-based resources that would be leveraged.

10.4.10. Relocation Commitment to Texas (1 page)

Provide a timetable with key dates indicating the applicant’s plan and commitment to relocate the company to Texas. In addition, describe which personnel and management will be headquartered in Texas.

10.4.11. Biographical Sketches of Key Scientific Personnel (8-page maximum)

Provide a biographical sketch for up to 4 key scientific personnel that describes their education and training, professional experience, awards and honors, and publications relevant to cancer research. Each biographical sketch must not exceed 2 pages. You may use the “Product Development Research Programs: Biographical Sketch” template. (In addition, information on the members of the senior management and scientific team should be included in the “Key Personnel” section of the Business Plan [see [section 10.4.9](#)]).

10.4.12. Budget

In preparing the requested budget, applicants should be aware of the following:

- Each award mechanism allows for up to a 3-year funding program with an opportunity for extension after the term expires. The budget must be aligned with the proposed milestones. Financial support will be awarded based upon the breadth and nature of the project proposed. Requested funds must be well justified. Funding will be tranced and milestone driven.
- CPRIT considers equipment to be items having a useful life of more than 1 year and an acquisition cost of \$5,000 or more per unit. Equipment not listed in the applicant’s budget must be specifically approved by CPRIT subsequent to the award contract.

- Texas state law limits the amount of grant funds that may be spent on indirect costs to no more than 5% of the total award amount (5.263% of the direct costs). Guidance regarding indirect cost recovery can be found in CPRIT's Administrative Rules, which are available at www.cprit.texas.gov.
- The total amount of CPRIT funds allowed for an annual salary of an individual for FY 2017 is \$200,000. In other words, an individual may request salary proportional to the percentage effort up to a maximum of \$200,000. Salary amounts in excess of this limit must be paid from matching funds. Salary does not include fringe benefits. CPRIT FY 2017 is from September 1, 2016, through August 31, 2017.

Additionally, adjustments of up to a 3% increase in annual salary are permitted for Years 2 and 3 up to the cap of \$200,000. The salary cap may be revised at CPRIT's discretion.

The Budget section is composed of 4 subtabs that must be completed:

- A. Budget for All Project Personnel:** Provide the name, role, appointment type, percent effort, salary requested, and fringe benefits for all personnel engaged in this project and funded by CPRIT.
- B. Detailed Budget for Year 1:** This section should only include the amount requested from CPRIT; do NOT include the amount of the matching funds or the budget for the total project. Provide the amount requested from CPRIT for direct costs in the first year of the project. Direct cost categories include Travel, Equipment, Supplies, Consultant Charges, Contractual (Subaward/Consortium), Research Related, or Other. Applicants will be required to itemize costs.
- C. Budget for Entire Proposed Period of Performance:** This section should only include the amount requested from CPRIT; do NOT include the amount of the matching funds or the budget for the total project. Provide the amount requested from CPRIT for direct costs for all subsequent years. Amounts for *Budget Year 1* will be automatically populated based on the information provided on the previous subtabs; namely, *Budget for All Project Personnel* and *Detailed Budget for Year 1*.
- D. Budget Justification:** Please specify your CPRIT-requested funds and other amounts that

will comprise the total budget for the project, including the use of matching funds. Please specify each line item from your CPRIT budget as well as other funds (including matching funds). Provide a compelling justification for the budget for each line item of the entire proposed period of support, including salaries and benefits, supplies, equipment, patient care costs, animal care costs, and other expenses. If travel costs will include out-of-state or international travel, make that statement here. The budget must be aligned with the proposed milestones.

11. AWARD ADMINISTRATION

Texas law requires that CPRIT awards be made by contract between the applicant and CPRIT. CPRIT grant awards are made to entities, not to individuals. Award contract negotiation and execution will commence once the CPRIT Oversight Committee has approved an application for a grant award. CPRIT may require, as a condition of receiving a grant award, that the grant recipient use CPRIT's electronic Grant Management System to exchange, execute, and verify legally binding grant contract documents and grant award reports. Such use shall be in accordance with CPRIT's electronic signature policy as set forth in [chapter 701, section 701.25](#).

Texas law specifies several components that must be addressed by the award contract, including needed compliance and assurance documentation, budgetary review, progress and fiscal monitoring, and terms relating to revenue sharing and intellectual property rights. These contract provisions are specified in CPRIT's Administrative Rules, which are available at www.cprit.texas.gov. Applicants are advised to review CPRIT's Administrative Rules related to contractual requirements associated with CPRIT grant awards and limitations related to the use of CPRIT grant awards as set forth in [chapter 703, sections 703.10 to 703.12](#).

Prior to disbursement of grant award funds, the grant recipient organization must demonstrate that it has adopted and enforces a tobacco-free workplace policy consistent with the requirements set forth in CPRIT's Administrative Rules, [chapter 703, section 703.20](#).

CPRIT requires award recipients to submit an annual progress report. These reports summarize the progress made toward the research goals and address plans for the upcoming year. In addition, fiscal reporting, human studies reporting, and vertebrate animal use reporting will be required as appropriate. Continuation of funding is contingent upon the timely receipt of these

reports. Failure to provide timely and complete reports may waive reimbursement of grant award costs and may result in the termination of award contract. Forms and instructions will be made available at www.cprit.texas.gov.

Project Revenue Sharing: Recipients should also be aware that the funding award contract will include a revenue-sharing agreement, which can be found at www.cprit.texas.gov and will require CPRIT to have input on any future patents, agreements, or other financial arrangements related to the products, services, or infrastructure supported by the CPRIT investment. These contract provisions are specified in CPRIT's Administrative Rules, which are available at www.cprit.texas.gov.

12. REQUIREMENT TO DEMONSTRATE AVAILABLE FUNDS

Texas state law requires that prior to disbursement of CPRIT grant funds, the award recipient demonstrate that it has appropriate matching funds. For companies receiving an initial CPRIT award, the company must contribute \$1.00 in matching funds for every \$2.00. CPRIT reserves the right to seek a higher matching funds contribution (ie, CPRIT will contribute \$1.00 in matching funds for every \$1.00 contributed by the company) from a company that has already received a CPRIT award and is approved for a second award. Matching funds need not be in hand when the application is submitted. However, matching funds must be obtained before CPRIT funds will be released for use. CPRIT funds must, whenever possible, be spent in Texas. A company's matching funds must be targeted for the CPRIT-funded project but may be spent outside of Texas. Grant applicants are advised to consult CPRIT's Administrative Rules, [chapter 703, section 703.11](#), for specific requirements associated with the requirement to demonstrate available funds.

13. CONTACT INFORMATION

13.1. HelpDesk

HelpDesk support is available for questions regarding user registration and online submission of applications. Queries submitted via email will be answered within 1 business day. HelpDesk staff are not in a position to answer questions regarding scientific and commercialization aspects of applications. **Before contacting the HelpDesk, please refer to the *Instructions for***

Applicants document, which provides a step-by-step guide on using CARS. In addition, for Frequently Asked Programmatic Questions, please go [here](#) and for Frequently Asked Technical Questions, please go [here](#).

Hours of operation: Monday through Friday, 8 AM to 6 PM central time

Tel: 866-941-7146

Email: Help@CPRITGrants.org

13.2. Programmatic Questions

Questions regarding the CPRIT Program, including questions regarding this or other funding opportunities, should be directed to the CPRIT Product Development Research Program Senior Manager.

Tel: 512-305-7676

Email: Help@CPRITGrants.org

Website: www.cprit.texas.gov

