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## **POLICIES GOVERNING ICRF POSTDOCTORAL FELLOWSHIPS**

The Israel Cancer Research Fund (ICRF) is a voluntary charitable organization that receives its total income from private donations. The goal of the ICRF is to advance cancer research and the training of Israeli scientists in Israel.

Postdoctoral Fellowships are awarded to support talented young investigators with clear potential to become top-notch independent scientists. Applicants must have a doctoral degree, and no more than three years of postdoctoral fellowship or equivalent experience, prior to the date on which the ICRF grant is to begin.

Applications from MDs who wish to pursue investigative work in a laboratory setting to acquire research experience require supporting documents indicating that the applicant has a serious commitment to a career in academic medicine or one supported by institutional resources in basic or applied clinical research. Proposals will be accepted for a one, two, or three-year funding period, and the applicant must devote at least 50% of his or her time to the laboratory work.

Grants are made to the sponsoring institution with the understanding that they will support a specific project conducted by an individual postdoctoral scientist under the supervision of a designated faculty mentor. The ICRF will not support candidates who plan to continue research in the same laboratory in which the doctoral degree was completed.

The applicant must be an Israeli citizen, and the research or training must be carried out in Israel. Postdoctoral Fellowship applicants training outside of Israel will not be considered, and should seek funding elsewhere.

### **Duration and Amount of the Grant**

Postdoctoral Fellowships are awarded for three (3) years, at a level of \$30,000 per year, as determined by the Scientific Review Panel and the availability of funds. Funding for the second and third years is contingent on progress in the preceding funding period, as documented in a progress report due annually on June 30.

### **Mentoring**

Postdoctoral Fellowship applications must be accompanied by a Letter of Support and Biosketch from the Mentor that includes a statement on how this training will prepare the proposed grantee for a research career. This letter should also indicate whether the proposed research project is the result of an original idea suggested by the postdoc, or arose from a recommendation by the mentor. In addition to the mentor's letter, two scientists familiar with the proposed postdoc's previous research and training must submit letters of reference on his or her behalf. These letters may be emailed directly to the ICRF.

Please note that ICRF cannot provide support for postdoctoral research that directly overlaps ongoing research already funded by the ICRF in the mentor's laboratory; nor will the ICRF review concurrent applications submitted by both a mentor and postdoc that request funding for the same research. If the latter occurs, both applications will be returned without review, delaying potential funding for at least a year.

### **Change of Institution and/or Mentor**

- If unusual circumstances necessitate a change of mentor, a postdoctoral fellow may request that funding transfer with the fellow to the new mentor's laboratory, by providing: a letter explaining the rationale for the move; a letter of support from the new mentor; a description of the new project and its relevance to cancer; and a biosketch and publication list for the new mentor. To request such a transfer, ICRF must receive said request at least six (6) months prior to the move.

- If the mentor moves to another eligible institution, the postdoctoral fellowship may also be transferred to that institution. To do so, the ICRF must receive at least six (6) months prior to the move:
  - (1) A letter of request for permission to transfer the grant, which includes the name of the new institution, a description of the new research facilities, and assurance of continuation of the granted project.
  - (2) A letter of acceptance from the new institution and a letter of release from the original institution.
  - (3) A final report of expenditures from the original institution, identifying any unexpended funds. These must either be returned to the ICRF or transferred to the new institution.

### **Further Information**

Additional information and templates for applying for an ICRF cancer research grant can be downloaded from our website, [www.icrfonline.org/apply-for-a-grant/](http://www.icrfonline.org/apply-for-a-grant/).

For information on **General Policies Governing ICRF Grants**, including fiscal requirements for sponsoring institutions, please see the following pages.

**Questions?** For any questions or problems, please send an E-mail message to: [ellen.rubin@icrfny.org](mailto:ellen.rubin@icrfny.org)



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## GENERAL POLICIES GOVERNING ICRF GRANTS

The Israel Cancer Research Fund (ICRF) is a voluntary charitable organization that receives its total income from private donations. The goal of the ICRF is to advance cancer research and the training of Israeli scientists in Israel.

The ICRF supports clinical and basic research and research training, which must relate to cancer. To apply for an ICRF-funded grant, an investigator must be a citizen of Israel (proof of Israeli citizenship must be furnished upon request). Typically, all research must be conducted in Israel. However, in the case of certain collaborative grants, joint applications are considered from co-investigators, only one of whom is an Israeli citizen proposing research that will be conducted at an Israeli institution.

### Timetable for the Submission and Awarding of Grants

<i>RECEIVED BY THE ICRF</i>	<i>NOTIFICATION OF DECISION</i>	<i>ACTIVATION OF GRANT</i>
December 31, 2020, 11:59PM EST	July 1, 2021	September 1, 2021

- ***Only one (1) grant application per principal investigator will be accepted for each submission deadline.***
- ***Applications that do not provide all required information, as specified, will be rejected automatically, and will not be processed or reviewed.***
- ***A single investigator may not hold two ICRF grants concurrently. If you are currently the recipient of ICRF funding, you may only apply for another ICRF grant, if the start date for the new application falls after the termination date for current funding.***

Each application is reviewed by a Scientific Review Panel and evaluated for:

1. scientific merit, innovation, and potential significance for advancing the understanding, diagnosis and/or treatment of cancer;
2. the qualifications of the applicant, based on prior training, demonstrated expertise, and scientific productivity;
3. progress resulting from previous funding, both for renewals and new proposals, submitted by investigators who have previously received ICRF funding;
4. for proposals that are mentored, letters of commitment from mentors and the utility of the mentoring plan;
5. facilities, materials, resources and scientific environment available for the project, and the duration of such availability, as identified by the investigator and confirmed in writing by the institutional grants office and/or the investigator's department chair.

The rankings and recommendations of the Scientific Review Panels are presented to the International Scientific Council for further consideration and then to the ICRF Board of Trustees for final approval.

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**Questions?** For any questions or problems, please send an E-mail message to: [ellen.rubin@icrfny.org](mailto:ellen.rubin@icrfny.org)

## **Fiscal Requirements and Considerations for the Sponsoring Institution**

An applicant for ICRF funding must hold a position at a sponsoring Israeli institution able to provide research space and administrative infrastructure for the project.

In addition to the applicant's signature, each submitted application must be signed by an authorized institutional official in order to signify the ability and willingness of the sponsoring institution to provide research space and budgetary oversight to the project.

ICRF funds that support Research Professorships, Project Grants, Acceleration Grants, Research Career Development Awards (RCDAs), Clinical Research Career Development Awards (RCDAs) and Postdoctoral Fellowships may only be used for work performed in Israel.

ICRF funds are to be used for actual direct expenses (salary, supplies, etc.) connected with the project. No overhead, clerical or other administrative charges can be made by the institution against the grant funds. Travel expenses are not allowed for Research Professorships, Project Grants or Acceleration Grants. A maximum of \$1,000 per year in travel expenses may be budgeted for, CRCDA's, and Postdoctoral Fellowships.

The sponsoring institution must maintain a separate account for each grant funded by the ICRF. This account must be available for audit at any time by representatives of the ICRF.

A report of all expenditures, detailing the utilization of the funds (salaries, supplies, etc.), must be submitted to ICRF annually. These reports are due by September 30. Reminder notices will be sent directly to the institution by the ICRF. Grant payments will be suspended, if these reports become overdue.

## **Continuation of Grants**

Initial grants are made for one year. Funding for subsequent years is contingent upon progress, as documented in a progress report due annually on June 30. Grant payments will be suspended, if these reports become overdue.

## **Renewal of Grants**

The ICRF permits recipients of some grants to apply for continued funding. Renewal applications are evaluated by the Scientific Review Panels along with applications for new funding, and they must be competitive with those applications to be renewed. Renewal applications should be submitted by the December 31 deadline during the final active year of the grant to avoid a lapse in funding.

## **Special Leave**

- A. Special leave for work in another institution (with continuing support from the grant) may be permitted, if directly related to the purpose of the grant. If such leave does not exceed three months, only local institutional approval is required. For a longer period, prior approval of the ICRF is required. To obtain approval, the grantee must submit to the ICRF at least six (6) months prior to the leave, a letter describing how the grantee will supervise his/her laboratory during this period. This letter must be countersigned by the grantee's department head and the appropriate institutional official. Such leave may not exceed 12 months.
- B. Leave without grant support requires the prior approval of the ICRF and will be permitted only in unusual situations. Such leave may not exceed 12 months. Support from other sources is permissible during the period of leave, and such leave does not reduce the total number of months of program support for which a grantee is eligible.

## **Special Conditions**

Should the ICRF grantee or the sponsoring institution specified by a grant vacate the project, the ICRF will automatically void the grant and terminate funding. Failure of the sponsoring institution to notify the ICRF of such vacancy will allow the ICRF to recover funds in toto.

## **Changes and Amendments**

Any changes or amendments to the original grant must be approved in writing by the ICRF.

## **Termination or Change of Institution**

1. If a grantee institution plans to terminate a grant, the ICRF must be notified in writing at the earliest possible time so that appropriate instructions can be given for termination.
2. If an individual is moving to another eligible institution, grant support may be continued, provided:
  - a. A new application is submitted by the new institution on behalf of the individual for review by the ICRF together with a letter of release from the existing institution;
  - b. The period of support requested is only for the time remaining within the duration of overall funding;
  - c. The new application is submitted at least six (6) months prior to the requested effective date to allow the necessary time for review.
3. The ICRF may discontinue a grant upon determination that the purpose or terms of the grant are not being fulfilled. In the event a grant is terminated, the ICRF shall notify the sponsoring institution and the grantee in writing of its decision, the reasons therefore, the effective date, and the right to appeal the decision.
4. A final progress report and expenditure report are required within 60 days of termination of a grant.

## **Biohazards and Protection of Human and Animal Subjects**

It is the responsibility of the institution that sponsors a grant to provide oversight that safeguards the rights and welfare of human and animal subjects of research supported by the ICRF, and to ensure that investigators use caution in dealing with any toxic materials or potential biohazards.

Grants for projects involving human subjects and/or animals require prior review and approval of the appropriate institutional committee. Approvals must be written in English and submitted along with the ICRF application. For this certification to be valid, the date of the review may not precede the submission date by more than one year.

## **Patents**

No patent application for work done under an ICRF grant shall be filed by the sponsoring institution or by any individual investigator engaged in this research without prior consultation with and written approval of the ICRF.

## **Publications**

Publications resulting from projects supported by the ICRF must contain the following acknowledgment: "This study was supported by *{insert grant type}* from the Israel Cancer Research Fund." (Please note that our name ends in "Fund," not "Foundation!")

Grantees should send electronic copies of publications carrying the above credit line to the ICRF International Executive Office in New York as soon as possible after publication.

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