

2024 CONQUER CANCER ANNUAL MEETING RESEARCH AWARD FOR UNDERREPRESENTED POPULATIONS

REQUEST FOR APPLICATIONS

Last Updated: November 17, 2023

Application Deadline: February 6, 2024

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Please visit asco.org for the most up-to-date
version of the Request for Applications.

About Conquer Cancer

Conquer Cancer, the ASCO Foundation, funds research for every cancer, every patient, everywhere. In 1964, seven oncologists created the American Society of Clinical Oncology (ASCO), now a global network of nearly 45,000 cancer professionals. As ASCO's foundation, we support groundbreaking research and education so both doctors and patients have the resources they need.

For more information, visit CONQUER.ORG.

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Purpose

The Conquer Cancer Annual Meeting Research Award (AMRA) for Underrepresented Populations is a supplemental award for ASCO's Medical Student and Resident Abstract Forum participants who are underrepresented in medicine (UIM).

The ASCO Medical Student & Resident Abstract Forum is an opportunity for members of ASCO's programs for medical students and residents (Oncology Summer Internship, Oncology Student Interest Groups, Diversity Mentoring Program, Medical Student Rotation, and Annual Meeting Research Award) to present their oncology-related research and receive feedback on their presentation skills in an intimate venue.

While at the ASCO Annual Meeting, AMRA recipients will present their research at the Abstract Forum for medical students and residents. This financial support will allow the recipients to travel to the 2024 ASCO Annual Meeting, where they will have the opportunity to meet oncologists and to understand the career possibilities in the field of oncology.

To be eligible, applicants must be of an underrepresented population as defined by the program eligibility criteria and be enrolled in an ACGME-accredited residency program required for future training in a cancer-related subspecialty (e.g., Internal Medicine considering Medical Oncology, Surgery considering Surgical Oncology, etc.) or enrolled in a DO or MD program at a U.S. medical school. Applicants must demonstrate an interest in pursuing oncology and have a record of good academic standing.

The 2024 ASCO Annual Meeting will be held in Chicago, Illinois, from May 31 – June 4, 2024. **Recipients are required to attend certain Annual Meeting events** and must utilize this opportunity to attend the entire ASCO Annual Meeting. At the meeting, recipients will have the opportunity to interact with oncology professionals who will be available to offer career guidance and assistance in navigating the Annual Meeting.

Funding Available

The Annual Meeting Research Award for Underrepresented Populations includes a \$1,500 travel advance, complimentary Annual Meeting registration, and access to the Annual Meeting housing block.

Note: Funds may be used to cover costs for the hotel, meals, and other travel-related expenses for the ASCO Annual Meeting. Access to the ASCO housing block does not cover the actual hotel costs.

Income Tax Liability

Please note that the IRS requires reporting of payments over \$600. Therefore, the \$1,500 travel award to attend the Annual Meeting that the applicant will receive under the AMRA will result in taxable income, and the applicant will be responsible for payment of any federal or state taxes due. The applicant will receive an information statement (IRS Form 1099-MISC) showing the total

amount of the award under the AMRA. *The applicant is recommended to consult a tax advisor regarding any further questions about taxes on the AMRA funds he/she will receive.*

Physician Payments Sunshine Act

The Physician Payments Sunshine Act, or “Sunshine Act”, is part of the Patient Protection and Affordable Care Act (health care reform) that passed in 2010. The law is designed to bring transparency to financial relationships between physicians, teaching hospitals, and healthcare companies. More information about the Sunshine Act can be found at <https://www.asco.org/practice-policy/policy-issues-statements/asco-in-action/physician-payment-sunshine-act-additional>.

The Sunshine Act requires manufacturers of pharmaceutical drugs and devices, as well as group purchasing organizations, to report payments or transfers of value made to teaching hospitals and U.S. licensed physicians. (Please see the following excerpt from the Sunshine Act Final Rule that defines physician according to this law. If there are any questions regarding reportability, please talk with your institution. “As required by section 1128G(e)(11) of the Act, we proposed to define “physician” as having the meaning set forth in section 1861(r) of the Act, which includes doctors of medicine and osteopathy, dentists, podiatrists, optometrists, and chiropractors, who are legally authorized to practice by the State in which they practice.”) Reports are made to the Centers for Medicare and Medicaid Services (CMS), a government agency.

Conquer Cancer understands that payments made through this award are reportable under the Sunshine Act as indirect payments or transfers of value because these awards are funded by companies that are considered manufacturers of pharmaceutical drugs and devices and/or group purchasing organizations.

Conquer Cancer has entered into agreements with the supporters of this award that require that Conquer Cancer provide reportable information under the Sunshine Act. **RECIPIENTS OF THE ANNUAL MEETING RESEARCH AWARD MAY BE REPORTED ON THE CMS OPEN PAYMENTS WEBSITE AS HAVING RECEIVED PAYMENTS OR TRANSFERS OF VALUE FROM MANUFACTURERS OF PHARMACEUTICAL DRUGS AND/OR DEVICES.** If there are any questions about reporting due to the Sunshine Act, please contact Gray Ladd, Manager, Grant Compliance, at 571-483-1700 or operations@conquer.org.

Disclaimer: The information on this section is not intended to provide legal advice. For legal advice concerning the Sunshine Act, the applicant must consult his/her institution or legal counsel.

For more information, see Terms and Conditions located in Appendix A.

Key Dates

Online Application Opens: November 17, 2023
Full Application Due: February 6, 2024
Anticipated Award Notification Date: March 2024

Eligibility

To qualify to receive the AMRA, applicants must meet the following criteria:

- Be enrolled in an ACGME-accredited residency program required for future training in a cancer related subspecialty (e.g., Internal Medicine considering Medical Oncology, Surgery considering Surgical Oncology, etc.) or enrolled in a DO or MD program at a U.S. medical school;
- Be an ASCO member. Residents may be able to obtain a FREE ASCO membership by joining here: <http://www.asco.org/membership/member-benefits/students-non-oncology-residents>;
- Have not received the AMRA (or the Resident Travel Award) previously;
- Have a record of good academic standing; and
- Be of an underrepresented population in medicine. Underrepresented in medicine (UIM) is defined according to the Association of American Medical Colleges definition, as “those racial and ethnic populations that are underrepresented in the medical profession relative to their numbers in the general population.” For the purposes of this program, races and ethnicities that have been identified as UIM coincide with those in ASCO Workforce Diversity Strategic Plan, which “include but are not limited to American Indian/Alaska Native, Black/African American, Hispanic/Latino, and Native Hawaiian/Other Pacific Islander.”¹

Application Evaluation

Applications are evaluated by the Diversity in Oncology Subcommittee of Conquer Cancer. ASCO and Conquer Cancer maintain the right to consider any relevant information in awarding the travel award. Among applicants who have submitted timely and complete applications and have been determined to meet the eligibility criteria, the following factors will be considered in determining which applicants will receive an AMRA award:

- Demonstration of an interest in pursuing oncology as a career; and
- Demonstration of leadership, volunteerism and/ or commitment to underserved populations or health disparities.

Award Notification

Applicants can expect to be notified in March 2024 via email. All communication regarding applications, including award notifications, will be sent to the preferred email address on file. For questions, please email professionaldevelopment@asco.org.

¹ *Journal of Clinical Oncology*, Vol. 35, No. 22, 2017 pp. 2576-2579

Application Information Use and Sharing

Conquer Cancer may use and process the information submitted through this application form for several purposes, including but not limited to: 1) evaluating the application, 2) communicating with you regarding your application and other opportunities that may be of interest to you, 3) publishing information regarding Conquer Cancer's grants and awards program, including through third party databases, 4) informing Conquer Cancer's grant making strategies and policies, and 5) for other legitimate purposes in keeping with Conquer Cancer's Privacy Policy and charitable mission. Information submitted through this application form will be kept on secure servers accessible to Conquer Cancer personnel and third parties authorized by Conquer Cancer to perform functions on Conquer Cancer's behalf.

In addition, by submitting an application form to Conquer Cancer, the applicant grants Conquer Cancer the right to use all application information submitted, outside of the research proposal, for any purpose.

The details of research proposals submitted are considered confidential property of the applicant. Conquer Cancer is permitted to share research proposals with Conquer Cancer staff and reviewers, third party contractors, and potential supporters, and Conquer Cancer will require all to maintain the confidentiality of such proposals.

If an applicant is selected for an award, the applicant grants Conquer Cancer permission to deposit grantee information collected in any documents or communications related to the application (including but not limited to investigator name, degree(s), clinical specialty, Open Researcher and Contributor ID (ORCID), institution and institutional information, project title, abstract, grant start date and duration, and grant amount) into the Health Research Alliance (HRA) online database (HRA Analyzer) of privately funded grants, the Dimensions database, or any other similar database.

If an applicant is deemed fundable but Conquer Cancer does not have funding available, the applicant grants Conquer Cancer permission to share the full proposal to potential supporters.

Application Procedures

All applications must be submitted in accordance with the requirements and instructions of this Request for Applications (RFA). All application materials must be in English and must be submitted online through [ASCO's SurveyMonkey Apply platform](#). No paper applications sent by mail, e-mail, or fax will be accepted.

Applicants are encouraged to start their application early. The full application must be submitted by **11:59 PM ET on the due date**. No late applications will be accepted. Please note that technical assistance is only available until 4:00 PM ET on the due date.

Helpful Tips for Using the Application Portal are included in Appendix B.

Application Guide

Sections of the full application are listed below. More details about each section, including requirements and instructions, are described in the next pages.

1. Eligibility Quiz (required)
2. Personal Statement (required)
3. Review and Submit (required)

1. **Eligibility Quiz (required)**. This section includes the following questions related to program eligibility:

- Are you enrolled in an ACGME-accredited residency program required for future training in a cancer related subspecialty (e.g., Internal Medicine considering Medical Oncology, Surgery considering Surgical Oncology, etc.) or a DO or MD program at a U.S. medical school?
- Are you a member of an underrepresented population as defined by the program eligibility criteria?;
- Do you have a current record of good academic standing?;
- Are you a previous recipient of the Annual Meeting Research Award or Resident Travel Award?
- How did you hear about this grant?

After completing this form, click “**Mark as Complete**”.

You will receive an email confirmation to inform you of your eligibility. If you responded to any of the questions by mistake or if need to request for an exception to a specific question, please contact professionaldevelopment@asco.org.

2. **Personal Statement Form (required)**.

Answer the following questions in the text boxes provided (4000 character limit for each):

- Describe your future career goals and your interest in pursuing a career in oncology;
- Describe demonstrated leadership, volunteerism and commitment to underserved populations or health disparities; and
- Have you received an award from Conquer Cancer or ASCO previously? (If yes, you will be asked to provide some additional information.)

After completing this form, click “**Mark as Complete**”.

3. **Review and Submit (required)**.

The applicant will not be able to navigate to this page until all required sections have been “**Marked as Complete**” and all tasks from the Recommender(s) have been submitted.

On the left navigation, click “**Review**” to review or “**Submit**” to submit the application.

To download a copy of the application, click “**My Applications**”. Click the ellipsis (...) on the specific application and click “**Download**”.

On the next screen, select the desired options and click “**Download**”.

A new tab will open. Once the download is ready, click “**Download**”. The application will be downloaded as a zip file.

APPLICATION CHECKLIST

All required and optional (if filled out) sections must be marked as complete and uploaded documents must follow the prescribed file naming convention.

- Eligibility Quiz (Required)
- Personal Statement (required)
- Review and Submit (required)

Appendix A. Terms & Conditions

Each applicant selected to receive an AMRA must execute a separate Terms and Conditions document with Conquer Cancer in order to receive an AMRA. This section of the RFA sets forth selected provisions of the Terms and Conditions that the applicant should review carefully before submitting an application for an AMRA. This RFA may not contain the complete Terms and Conditions document. **Conquer Cancer reserves the rights to modify any of the provisions of the Terms and Conditions prior to execution by the applicant.**

As a condition of accepting this award, the Recipient must also complete an evaluation of the program and provide information on professional activities attended at the Annual Meeting and how these activities added value to the Recipient's educational experience and exposure to the field of oncology.

Certifications, Representations, Warranties, and Covenants

- (1) Recipient certifies that to the best of his or her knowledge, the information provided in his or her AMRA grant proposal is complete and true. Recipient agrees to promptly notify Conquer Cancer of any changes to the information provided in the grant proposal.

General Requirements

- (2) Recipient must:
 - be enrolled in an ACGME-accredited residency program required for future training in a cancer related subspecialty (e.g., Internal Medicine considering Medical Oncology, Surgery considering Surgical Oncology, etc.) or enrolled in a DO or MD program at a U.S. medical school;
 - be an ASCO member;
 - have not received the AMRA (or Resident Travel Award) previously;
 - have a record of good academic standing; and
 - be of an underrepresented population in medicine. Underrepresented in medicine (UIM) is defined according to the Association of American Medical Colleges definition, as "those racial and ethnic populations that are underrepresented in the medical profession relative to their numbers in the general population."

Funds: Payment and Use

- (3) The AMRA awards to Recipient \$1,500 to be used towards travel fare (economy-class), hotel, local transportation and meals related to attending the 2024 ASCO Annual Meeting. Funds may also be used to purchase ticketed education sessions at the 2024 ASCO Annual Meeting.
- (4) Recipient will also receive complimentary registration for the 2024 ASCO Annual Meeting. If Recipient has already registered for the meeting, he or she will receive a credit or reimbursement after the meeting.
- (5) Recipient agrees to contact Conquer Cancer/ASCO (professionaldevelopment@asco.org) immediately if he or she decides to cancel his or her attendance at the ASCO Annual Meeting. Recipient agrees to return award funds that have already been issued to him or her in full to Conquer Cancer. Recipient will be financially responsible for any costs associated with changing or canceling the travel arrangements unless the change is the result of a true emergency (e.g., death or serious injury or illness of the Recipient or an immediate family member).
- (6) Recipient understands that Conquer Cancer shall comply with all IRS reporting requirements for payments. Some portion of the \$1,500 that Recipient receives under the AMRA may be considered taxable income for federal and/or state tax purposes. *Please consult a tax advisor regarding any further questions about taxes on the AMRA funds you will receive.*

Physician Payments Sunshine Act Information

- (7) The Physician Payments Sunshine Act, or “Sunshine Act”, is part of the Patient Protection and Affordable Care Act (health care reform) that passed in 2010. The law is designed to bring transparency to financial relationships between physicians, teaching hospitals, and healthcare companies. More information about the Sunshine Act can be found at <https://www.asco.org/practice-policy/policy-issues-statements/asco-in-action/physician-payment-sunshine-act-additional>. The Sunshine Act requires manufacturers of pharmaceutical drugs and devices, as well as group purchasing organizations, to report payments or transfers of value made to U.S. licensed physicians and teaching hospitals. Reports are made to the Centers for Medicare and Medicaid Services (CMS), a government agency. Conquer Cancer understands that payments made through the Conquer Cancer Annual Meeting Research Award for Underrepresented Populations are reportable under the Sunshine Act as indirect payments or transfers of value when these awards are funded by companies that are considered manufacturers of pharmaceutical drugs and devices and/or group purchasing organizations. Conquer Cancer has entered into agreements with the supporters of the Annual Meeting Research Award for Underrepresented Populations that require that Conquer Cancer provide reportable information under the Sunshine Act. Conquer Cancer’s understanding is that payments made to recipients of the Annual Meeting Research Award for Underrepresented

Populations are reportable under the Sunshine Act when the recipient is a U.S. licensed physician. (Please see the following excerpt from the Sunshine Act Final Rule that defines physician according to this law. If there are any questions regarding reportability, please talk with your institution. “As required by section 1128G(e)(11) of the Act, we proposed to define “physician” as having the meaning set forth in section 1861(r) of the Act, which includes doctors of medicine and osteopathy, dentists, podiatrists, optometrists, and chiropractors, who are legally authorized to practice by the State in which they practice.”)

- (8) To assist Conquer Cancer in complying with its reporting obligations to its supporters, the Recipient agrees to provide the following information to Conquer Cancer: State of License; State License Number; National Provider Identifier (NPI) Number; and, Name of related covered drug, device, biological or medical supply. Recipient agrees to submit this information through Conquer Cancer’s application portal by the due date specified; payment will be withheld until this information is received.

Required Participation and Reports/Surveys

- (9) Recipient agrees to respond to Conquer Cancer’s request for information and complete surveys. It is the responsibility of the Recipient to complete the surveys in a timely manner. Any information collected in the post-award survey may be used for program evaluation and on marketing and communication materials such as annual reports, program brochures website, or in any other materials issued by or on behalf of Conquer Cancer.
- (10) Recipient agrees to respond to Conquer Cancer's requests for information on his or her career progress following the receipt of the AMRA and will be requested to provide his or her current Curriculum Vitae or update his or her information using the “Career Progress” task through Conquer Cancer’s application portal. This obligation survives the award date and Recipient acknowledges and agrees that he or she has an ongoing obligation to provide this information.

Public Announcements and Acknowledgements

- (11) The Recipient will acknowledge the support of Conquer Cancer in all public announcements using this language “This award was funded by a Conquer Cancer Annual Meeting Research Award for Underrepresented Populations.”
- (12) The Recipient is encouraged to use an emblem for the Conquer Cancer Annual Meeting Research Award for Underrepresented Populations on posters, presentations, and similar items produced for scientific meetings and conferences. The emblem may be used with the acknowledgment language. The Recipient can request this emblem by sending an email to professionaldevelopment@asco.org.

The information presented in this Terms and Conditions is not intended to provide tax or legal advice. Please consult your institution, tax advisor, or legal counsel for advice concerning tax compliance and the Sunshine Act.

Appendix B. Helpful Tips for Using the Application Portal

Getting Started

To access the application portal, go to asco.smapply.org.

- *If you have an existing ASCO account*, use your ASCO credentials to log into the application portal. If you are having issues logging in, click the “Need Help?” link in the “Log-in” page.
- *If you do not have an ASCO account*, go to asco.smapply.org and click “Log-in” in the top right corner of the screen. On the next screen, click “Create Account” and follow the prompts to complete your account setup and create a password. After your account is set up, you will be returned to the application portal.
- *To initiate an application*, once logged into the application portal, click “View Programs”, select the program “2024 Abstract Forum for Medical Students and Residents” and click “Apply”.

Eligibility Quiz

After completing the application components for the Abstract Forum for Medical Students & Residents, you will be asked to complete an eligibility quiz. Once you have answered each question, click “Mark as Complete”. If you are eligible, you will automatically have access to the full application and you will see the different sections of the application along the left navigation (e.g., Applicant Information). Select any section to begin working on your application. If you have any questions regarding eligibility, contact professionaldevelopment@asco.org.

Navigating the Application

- Click “Save and Continue Editing” at the bottom of the page as you go through the application.
- When finished with a particular task (e.g., Project Information), click “Mark as Complete” at the bottom of the page to validate task completion.
- If you need to edit a task after it has been Marked as Complete, click the ellipsis (...) on the top right corner of the task as shown below. Select “Edit” to reopen the form.
 - **IMPORTANT!** Do NOT click “Reset” as this will delete previously entered data!



Receiving Notifications

Add awards@mail.asco.org, awards@conquer.org, and professionaldevelopment@asco.org to your safe senders list to ensure you receive timely notifications associated with recommender task submissions, application submissions, etc. If you are not receiving notifications, check your junk/spam folders first, then contact professionaldevelopment@asco.org for additional assistance.

Uploading a Document

- Click “Show accepted formats” to determine the file formats accepted. Documents should not be password protected.
- Documents must follow the file naming convention and requirements for page limits, margins, and fonts (see individual application sections for details). **If any document you uploaded does not meet the specific criteria, Conquer Cancer will return your application.**
- To upload a document, click “**Attach File**” and select the file to be uploaded.
- To edit a file name, click the ellipsis (...) next to the file name as shown below. Select “Edit” and enter the new file name based on the file naming convention.
- To remove or replace an uploaded document, click the ellipsis (...) next to the file name as shown below. Select “Remove” then click “Attach File”.



