



CANCER PREVENTION & RESEARCH
INSTITUTE OF TEXAS

REQUEST FOR APPLICATIONS
RFA P-23.2-CCC

**Colorectal Cancer Screening Coordinating
Center**

**Please also refer to the Instructions for Applicants document,
which will be posted on December 15, 2022**

Application Receipt Opening Date: December 15, 2022

Application Receipt Closing Date: February 23, 2023

FY 2023

Fiscal Year Award Period

September 1, 2022-August 31, 2023

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RFA VERSION HISTORY

Rev 11/17/2022 RFA release

ARCHIVE

1. ABOUT CPRIT

The State of Texas has established the Cancer Prevention and Research Institute of Texas (CPRIT), which may issue up to \$6 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 enhance the potential for a medical or scientific breakthrough in the prevention of or 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
- Develop and implement the Texas Cancer Plan.

1.1 Prevention 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 Prevention Program's principles and priorities will also guide CPRIT staff and the Prevention Review Council (PRC) 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:

- Fund evidence-based interventions and their dissemination
- Support the prevention continuum of primary, secondary, and tertiary (includes survivorship) prevention interventions

CPRIT's Cross-Program Priorities:

- Prevention and early detection initiatives
- Translation of Texas research discoveries to innovations
- Enhancement of Texas' research capacity and life science infrastructure

Prevention Program Priorities

- Prioritize populations disproportionately affected by cancer incidence, mortality, or cancer risk prevalence
- Prioritize geographic areas of the state disproportionately affected by cancer incidence, mortality, or cancer risk prevalence
- Prioritize populations with obstacles to cancer prevention, detection, diagnostic testing, treatment, and survivorship services
- Assess programs to identify best practices, use as a quality improvement tool, and guide future program direction

2. FUNDING OPPORTUNITY DESCRIPTION

2.1 Summary

Colorectal cancer (CRC) is the third leading cancer diagnosis in both males and females as well as the third leading cause of cancer mortality, representing 9% of all new malignant cancers diagnosed and 9.7% of cancer deaths. The mortality rate is significantly higher in nonmetro versus metro areas.

The US screening prevalence in 2018 was 69% while the Texas screening rate was 60%. Seven of the 30 US counties with the lowest estimated percentages for being current with any type of CRC screening test were in Texas. Only 32% of uninsured Texans were current with screening in 2020.

Over 20% of colorectal cancers diagnosed were at distant stages when cancer is much more difficult to treat and survival is lowest. The 5-year relative survival is 90% for localized CRC but drops to less than 20% at distant-stage diagnosis.

To significantly reduce the burden of colorectal cancer in Texas, CPRIT seeks to support 1 Colorectal Cancer Screening Coordinating Center to establish and oversee a collaborative network of regional CPRIT-funded colorectal cancer screening projects, patients, communities, clinicians, and health care professionals. The Center will build the infrastructure necessary for a coordinated statewide evidence-based colorectal cancer screening initiative among all populations and geographic areas of Texas.

2.2 Coordinating Center Description

The Center will serve as a hub of expertise and resources, forge innovative partnerships, catalyze interactions, and enable resource and data sharing among multiple stakeholders across the state to reduce the CRC burden in the state.

The Center will be expected to do the following:

- Facilitate a statewide screening strategy to increase the reach of CRC screening among priority populations throughout the state
- Support the development of clinical networks to ensure a care pathway through CRC treatment in all regions of Texas
- Oversee a statewide steering committee to facilitate communications and interactions to promote sharing of best practices across regional screening projects and stakeholders
- Oversee pilot projects to test pragmatic approaches to implementation and dissemination and to foster evaluation of existing data
- Support advocacy for colorectal cancer screening and treatment in the state
- Convene an annual forum of stakeholders to share expertise and experiences and disseminate best practices
- Monitor the reach of CRC screening initiatives across the state and facilitate implementation in unserved areas
- Conduct a rigorous evaluation that documents successful execution of the implementation strategies and the impact on health outcomes
- Ensure successful statewide implementation activities through provision of hubs or cores of expertise in the following areas:
 - Community outreach and engagement strategies
 - Awareness building and increasing the knowledge of stakeholders, including the public, patients, providers and health care professionals, and community partners
 - Implementation support, project coordination, technical assistance, and capacity building
 - Development and maintenance of a centralized resource for evidence-based strategies and tools and materials such as protocols and materials for outreach, education,

navigation, case management, screening and diagnostic services delivery, treatment access, reporting and evaluation

- Facilitate data collection, harmonization, analysis, sharing and coordination of data, pragmatic research design expertise and evaluation design

2.3 Funding Information

CPRIT plans to make 1 award to a single applicant in response to this RFA.

Applicants may request a maximum of \$3 million in total costs over a period of 5 years.

Requests for funds to support construction or renovation or requests to support lobbying will not be approved under this mechanism.

A portion of the Center's annual direct budget may be used to fund pilot projects.

State law limits the amount of award funding that may be spent on indirect costs to no more than 5% of the **total** award amount.

2.4 Eligibility

- The applicant must be a Texas-based entity, such as a community-based organization, health institution, government organization, public or private company, college or university, or academic health institution.
- The applicant is eligible solely for the grant mechanism specified by the RFA under which the grant application was submitted.
- The designated Project Director (PD) will be responsible for the overall performance of the funded project. The PD must have relevant education and management experience and must reside in Texas during the project performance time.
- The evaluation of the Center's performance must be headed by a professional who has demonstrated expertise in the field and who resides in Texas during the course of the award.
- Subcontracting and collaborating organizations may include public, not-for-profit, and for-profit entities. Such entities may be located outside of the State of Texas, but non-Texas-based organizations are not eligible to receive CPRIT funds.

- An applicant is not eligible to receive a CPRIT grant award if the applicant PD, any senior member or key personnel listed on the grant application, or any officer or director of the grant applicant's organization or institution is related to a CPRIT Oversight Committee member.
- An applicant organization is eligible to receive a grant award only if the applicant certifies that the applicant organization, including the PD, any senior member or key personnel listed on the grant application, or any officer or director of the grant applicant's organization (or any person related to 1 or more of these individuals within the second degree of consanguinity or affinity), has not made and will not make a contribution to CPRIT or to any foundation created to benefit CPRIT.
- The applicant must report whether the applicant organization, the PD, or other individuals who contribute to the execution of the proposed project in a substantive, measurable way, (whether slated to receive salary or compensation under the grant award or not), are currently ineligible to receive federal grant funds because of scientific misconduct or fraud 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 applicants. CPRIT grants are funded on a reimbursement-only basis. Certain contractual requirements are mandated by Texas law or by administrative rules. Although applicants need not demonstrate the ability to comply with these contractual requirements at the time the application is submitted, applicants should make themselves aware of these standards before submitting a grant application. Significant issues addressed by the CPRIT contract are listed in [section 6](#). All statutory provisions and relevant administrative rules can be found [on the CPRIT website](#).

2.5 Resubmission Policy

Because this is a new CPRIT RFA, all applications in response to this RFA will be considered new submissions and a resubmission policy is not applicable.

3. KEY DATES

RFA release	November 17, 2022
Online application opens	December 15, 2022, 7 AM central time
Application due	February 23, 2023, 4 PM central time
Application review	March 2023-July 2023
Award notification	August 2023
Anticipated start date	August 31, 2023

4. APPLICATION SUBMISSION GUIDELINES

4.1 *Instructions for Applicants* document

It is **imperative** that applicants read the accompanying instructions document for this RFA that will be available December 15, 2022 (<https://CPRITGrants.org>). Requirements may have changed from previous versions.

4.2 Online Application Receipt System

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 PD must create a user account in the system to start and submit an application. The Co-PD, if applicable, must also create a user account to participate in the application. Furthermore, the Application Signing Official (a person authorized to sign and submit the application for the organization) and the Grants Contract/Office of Sponsored Projects Official (an individual who will help manage the grant contract if an award is made) also must create a user account in CARS. Applications will be accepted beginning at 7 AM central time on December 15, 2022, and must be submitted by 4 PM central time on February 23, 2023. Detailed instructions for submitting an application are in the *Instructions for Applicants* document, posted on CARS.

Submission of an application is considered an acceptance of the terms and conditions of the RFA.

4.3 Submission Deadline Extension

The submission deadline may be extended for grant applications upon a showing of good cause. All requests for extension of the submission deadline must be submitted via email to the CPRIT

[Helpdesk](#) within 24 hours of the submission deadline. Submission deadline extensions, including the reason for the extension, will be documented as part of the grant review process records.

4.4 Application Components

Applicants are advised to follow all instructions to ensure accurate and complete submission of all components of the application. Refer to the *Instructions for Applicants* document for details.

Submissions that are missing 1 or more components or do not meet the eligibility requirements may be administratively withdrawn without review.

4.4.1 Abstract and Significance (5,000 characters)

Clearly present the organization structure, content expertise, and qualifications that will enable the applicant to meet all the requirements described in [section 2.2](#) for the Coordinating Center. Discuss any special assets that the proposed Center will contribute to the overall mission of a statewide colorectal cancer screening program. Discuss how the Center will serve as a resource hub, forge innovative partnerships and catalyze interactions, and enable resource and data sharing among multiple stakeholders to reduce the CRC burden in the state. If the project is funded, the abstract will be made public; therefore, no proprietary information should be included in this statement.

4.4.2 Goals and Objectives (700 characters each)

Provide a list of specific goals and objectives for each year of the award. These goals and objectives will also be used in the initial assessment of the Center and in the evaluation of annual progress reports.

4.4.3 Timeline (2 pages)

Provide an outline (chart) of anticipated major milestones to be tracked and a timeline for achieving full functionality. Use Years 1, 2, 3, and Months 1, 2, 3, etc, as applicable (eg, Year 1, Months 3-5) NOT specific months or years (eg, not May 2023). Month 1 is the first full month of the grant award. Timelines will be reviewed for reasonableness, and adherence to timelines will be a criterion for continued support of successful applications.

4.4.4 Center Description (12 pages; fewer pages permissible)

Overview: Provide an overview of how the Center will facilitate a statewide screening strategy to increase the reach of screening among priority populations. Clearly describe the Coordinating

Center, its structure, key personnel roles, responsibilities, and expertise, and strategies to successfully implement and monitor each of the Center requirements in [section 2.2](#). Highlight any innovative aspects that will strengthen the Coordinating Center and enhance its flexibility and ease-of-use.

Plans and Approaches to Coordinating Center Functions: Describe a plan for creation and operation of the Center that addresses all the functions of the Center identified in [section 2.2](#). The plan should address, but is not limited to, the following aspects:

- **Organizational Qualifications and Capabilities:** Describe the organization and its track record and success in providing health programs and services. Describe the role and qualifications of the key collaborators/partners in the project. Include information on the organization's financial stability and viability.
- **Program Coordination:** Describe how the Center will (1) provide organizational and logistical support for steering committee and other meetings; (2) establish collaborations and synergistic partnerships in all regions of the state; and (3) support the development of clinical networks to ensure access to clinical services across all regions of Texas. Demonstrate success in anticipating and solving challenges in ways that promote engagement among all participants and timely accomplishment of objectives.
- **Resource Development and Support:** Describe the plan for developing centralized resources for evidence-based strategies, protocols and materials. Describe how the Center will provide implementation support, technical assistance, and build capacity. Provide a plan for pilot project solicitation, scientific review and oversight of funded projects. It is expected that final selection of projects will be made by the steering committee.
- **Outreach and Engagement:** Describe community outreach and engagement strategies as well as increasing awareness and knowledge of stakeholders.
- **Data Coordination and Management:** Describe the plan for coordinated data sharing, data management, and reporting.
- **Evaluation, and dissemination of findings:** A strong commitment to evaluation is required. Provide a framework for evaluating performance of the Center, including benchmarks. Describe plans for collecting, synthesizing, and disseminating main findings and lessons learned.

4.4.5 References

Provide a concise and relevant list of references cited for the application. The successful applicant will provide referenced evidence and literature support for the proposed services.

4.4.6 CPRIT Grants Summary

Use the template provided on CARS (<https://CPRITGrants.org>). Provide a listing of **all** projects funded by the CPRIT Prevention program for the PD and the Co-PD (if applicable), regardless of their connection to this application.

4.4.7 Budget and Justification

Provide a brief outline and detailed justification of the budget for the entire proposed period of support, including salaries and benefits, travel, equipment, supplies, contractual expenses, services delivery, and other expenses. CPRIT funds will be distributed on a reimbursement basis.

Applications requesting more than the maximum allowed cost (total costs) as specified in [section 2.3](#) will be administratively withdrawn.

Clearly describe any organizational cost sharing or pro bono contributions related to this project, as well as any attempts made or successes to secure other state/federal funds.

- **Personnel:** The individual salary cap for CPRIT awards is \$200,000 per year. Describe the source of funding for all project personnel where CPRIT funds are not requested.
- **Travel:** PDs and related project staff are expected to attend CPRIT's conference. CPRIT funds may be used to send up to 2 people to the conference. Meals are not reimbursable for trips that do not include an overnight stay.
- **Equipment:** Equipment having a useful life of more than 1 year and an acquisition cost of \$5,000 or more per unit must be specifically approved by CPRIT. An applicant does not need to seek this approval prior to submitting the application. Justification must be provided for why funding for this equipment cannot be found elsewhere; CPRIT funding should not supplant existing funds. Cost sharing of equipment purchases is strongly encouraged.
- **Indirect/Shared Costs:** Texas law limits the amount of grant funds that may be spent on indirect/shared expenses 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](#).

4.4.8 Current and Pending Support and Sources of Funding

Use the template provided on the CARS (<https://CPRITGrants.org>). Describe the funding source and duration of **all** current and pending support for the proposed project, including a capitalization table that reflects private investors, if any.

4.4.9 Biographical Sketches

The designated PD will be responsible for the overall performance of the funded project and must have relevant education and management experience. The PD/Co-PD(s) must provide a biographical sketch that describes his or her education and training, professional experience, awards and honors, and publications and/or involvement in programs relevant to cancer prevention and/or service delivery.

- Use the Co-PD Biographical Sketch section **ONLY** if a Co-PD has been identified.
- The evaluation professional must provide a biographical sketch in the Evaluation Professional Biographical Sketch section.
- Up to 3 additional biographical sketches for key personnel may be provided in the Key Personnel Biographical Sketches section.

Each biographical sketch must not exceed 5 pages and should use either the “Prevention Programs: Biographical Sketch” template provided on the CARS (<https://CPRITGrants.org>) or the NIH Biographical Sketch format. Only biographical sketches will be accepted; do not submit resumes and/or CVs. If a position is not yet filled, please upload a job description.

4.4.10 Personnel and Collaborating Organizations

List all project personnel, paid or unpaid, named in the application, including key personnel, collaborators, and anyone listed under the Current & Pending Support section. Include all key participating organizations that will partner with the applicant organization to provide 1 or more components essential to the success of the program (eg, evaluation, clinical services, recruitment to screening).

4.4.11 Letters of Commitment (10 pages)

Applicants should provide letters of commitment and/or memoranda of understanding from community organizations, key faculty, or any other component essential to the success of the project. Letters should be specific to the contribution of each organization.

5. APPLICATION REVIEW

5.1 Review Process Overview

All eligible applications will be reviewed and scored by the CPRIT [PRC](#) based on the criteria in [section 5.2](#) below. PRC members are listed on CPRIT's website. The PRC will review applications and provide an overall evaluation score reflecting their overall impression of the application and responsiveness to the RFA priorities. Additional considerations may include, but are not limited to, geographic distribution, cancer type, population served, and type of program or service.

Applications approved by PRC 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. 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](#).

Each stage of application review is conducted confidentially, and all CPRIT PRC 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 PRC members are non-Texas residents.

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](#).

Communication regarding the substance of a pending application is prohibited between the grant applicant (or someone on the grant applicant's behalf) and the following individuals: an Oversight Committee member, a PIC member, a Review Panel member, or a PRC 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 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 application from further consideration for a grant award.

5.2 Review Criteria

The PRC will review the applications based on the criteria below and will provide an overall evaluation score reflecting their overall impression of the application and responsiveness to the RFA priorities. Additional considerations may include, but are not limited to, geographic distribution, cancer type, population served, and type of program or service.

5.2.1 Primary Evaluation Criteria

Significance and Impact

- How well does the proposed Coordinating Center address the responsibilities described in the RFA? Is the scope of activities proposed for the Center appropriate to meet these responsibilities?
- Will the Center provide statewide leadership and engage appropriate stakeholders in advancing policies and practices that will impact the colorectal cancer burden in Texas? Does the Center include plans for developing outreach to and engagement of stakeholders whose participation will increase the likelihood of success?
- Will the overall impact of the Center provide a greater impact on the colorectal cancer burden in Texas than the sum of individual colorectal cancer screening projects?

Organizational Qualifications and Capabilities

- Are the PD(s) and other personnel well suited to their roles in the Coordinating Center?

- Do key personnel have appropriate expertise and training, and have they demonstrated significant experience with coordinating collaborative programs?
- Will the appropriate personnel be recruited to design, implement, and evaluate the necessary components of the Center?
- Is the organization structurally and financially stable and viable?
- Does the applicant describe steps that will be taken toward building capacity and collaborative partnerships?

Approach

- Are the overall strategy, operational plan, and design well reasoned and appropriate to accomplish the goals of the Coordinating Center?
- Does the application include mechanisms for leveraging novel collaboration and communication strategies?
- Are community outreach and engagement strategies well described? Are the plans for increasing awareness and knowledge of stakeholders adequately described?
- Does the application indicate flexibility to innovate on an ongoing basis to increase rates of CRC screening, follow-up, and referral to care?
- Are the proposed objectives and activities feasible within the duration of the award?
- Has the applicant convincingly demonstrated the short- and long-term impacts of the project?

Outcomes Evaluation

- Are the proposed goals and objectives appropriate for development and maintenance of a Coordinating Center?
- Does the application provide a clear and appropriate plan for data collection, harmonization, management, and analyses?
- Is the qualitative analysis of planned policy or system changes described?

Dissemination and Replication

- Are plans for dissemination of the project's findings and outcomes clearly described?
- Are active dissemination strategies included and described in the plan?

5.2.2 Secondary Evaluation Criteria

Budget

- Is the budget appropriate and reasonable for the scope of the proposed work?
- Is the project a good investment of Texas public funds?

Environment

- Does the team have the needed facilities and access to resources to accomplish all aspects of the Center?
- Are the levels of effort of the key personnel appropriate?

6. AWARD ADMINISTRATION

Texas law requires that CPRIT grant awards be made by contract between the applicant and CPRIT. CPRIT grant awards are made to institutions or organizations, 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](#). 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, 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 the PD of the award to submit quarterly, annual, and final progress reports. These reports summarize the progress made toward project goals and address plans for the upcoming year

and performance during the previous year(s). In addition, quarterly fiscal reporting and reporting on selected metrics will be required per the instructions to award recipients. 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 the award contract.

7. CONTACT INFORMATION

7.1 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 the scope and focus of applications. Before contacting the Helpdesk, please refer to the *Instructions for Applicants* document (posted on December 15, 2022), which provides a step-by-step guide to using CARS.

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

Tel: 866-941-7146

Email: Help@CPRITGrants.org

7.2 Program Questions

Questions regarding the CPRIT Prevention program, including questions regarding this or any other funding opportunity, should be directed to the CPRIT Prevention Program Office.

Tel: 512-626-2358

Email: prevention@cprit.texas.gov

Website: www.cprit.texas.gov

8. REFERENCES

1. Texas Cancer Registry, Cancer Epidemiology and Surveillance Branch, Texas Department of State Health Services. <https://www.cancer-rates.info/tx/>

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