



**American Cancer Society RFA:
Cancer Health Equity Research Centers (CHERCs)
Letter of Intent (LOI) Instructions**

LOI Due Date: May 1, 2023, 11:59 PM EST

LOIs must be submitted electronically via proposalCENTRAL. Complete all required fields online and upload the required attachments.

Required Materials and Information

1. Center PI and Sub-Award PIs' administrative information. Include contact information for the Center PI's administrative professional.
2. Biosketches for the Center PI and Sub-Award PIs

Note: Attachments must be uploaded as .pdf.

3. In the LOI abstract field (33,000 characters maximum, including spaces) include the following:
 - An overview of the Center (estimate: ~3 pages in a document):
 - Define the objective, purpose, vision, and specific aims of the CHERC
 - Describe the social determinants of health that the CHERC will address, and the anticipated impact that the CHERC will have in its local and/or regional community
 - Describe how the CHERC will address the unique identified health equity need(s) of your community
 - Describe any collaborations with MSIs or partnerships with community organizations, hospitals, medical practices, etc.
 - Overviews of the proposed Sub-Award research projects (estimate: ~1-2 pages per project in a document):
 - Project title
 - Identify the type of Sub-Award project (e.g., RSG, CSDG, PF); if a mentored grant (PF, CSDG), include the name of the mentor in addition to the PI.
 - Project Abstract: hypothesis, specific aims, study design, study methods, general data analysis plan, and expected significance and impact
 - Brief description about how the proposed Sub-Award project is aligned with the overall goals of the CHERC and the anticipated impact it will have on your community
 - **Note:** Animal studies or clinical studies not involving human subjects is not applicable

Note: If you "cut and paste" in this section, please double check that there are no additional carriage returns before submitting the LOI.

After Submitting the LOI: LOIs will be reviewed, and invitation-to-apply decisions will be communicated to applicants via proposalCENTRAL by May 31, 2023.

RFA Contact: Kim Clarke at kimberly.clarke@cancer.org

Technical Assistance: If you have problems accessing proposalCENTRAL or using the electronic application system, click on "Help," or contact ALTUM Customer Service at pcsupport@altum.com or call 1-800-875-2562.