



2022 Community Grants: Frequently Asked Questions

Application Deadline: April 25, 2022, by 5:00 PM Eastern Time

Mission

The mission of the Prevent Cancer Foundation® is saving lives across all populations through cancer prevention and early detection.

Purpose

We will provide **\$25,000 one-year grants** for organizations that will develop new or implement existing community projects/programs in cancer prevention and early detection. Our goal is to provide the resources needed to fund vital community-level activities in cancer prevention (including education or vaccination) or screening. The proposed projects must be aligned with our mission to support community projects or programs across the United States (including tribes and territories) that focus on helping to prevent cancer or find it earlier and that demonstrate a potential to make a positive impact in communities that are underserved and/or disproportionately impacted. Awarded projects are selected through a competitive grants cycle.

2022 Focus on LGBTQ+ communities

For the 2022 cycle, we invite applications focused on providing cancer prevention education, outreach and screening in LGBTQ+ communities. Eligible applications may be related to education and screening for breast/chest, cervical, colorectal, anal or lung cancer, or education and vaccination preventing liver cancer or HPV-related cancers. Projects focused on skin cancer prevention and education, as well as tobacco cessation and education for people in LGBTQ+ communities are also welcome. Applicant groups should describe how they are specifically working with people in the LGBTQ+ community to address health-related disparities and barriers in this population. Involvement of community advisory boards is encouraged.

Examples of eligible projects for the 2022 grants cycle

- Projects focused on educating people in the LGBTQ+ community on screening recommendations for breast/chest, cervical, colorectal or lung cancer
- Utilization of community advisory boards to develop materials to raise awareness and increase cancer screenings and vaccination among people in the LGBTQ+ community.
- Provider trainings for effective cancer prevention and early detection outreach
- Vaccination projects for people in the LGBTQ+ community for HPV or hepatitis B or testing or education projects (with referrals) for hepatitis B or hepatitis C. Projects on HPV vaccination can also include education on HPV-related cancers and risks.

- Other projects focused on education about sun safety and skin cancer, as well as risk reduction involving tobacco cessation in LGBTQ+ communities.

Examples of projects NOT eligible for the 2022 grants cycle

- Projects not working directly with people in LGBTQ+ communities or that aren't tailored to this community
 - For example, if the target audience is the general population including LGBTQ+ community members, the project will not be eligible unless focused primarily on people in the LGBTQ+ community.
- Projects focused on solely primary prevention such exercise or diet
- Screening or education projects focused on cancers without guidelines for screenings such as stomach, ovarian or testicular cancer
- Projects focused on prostate cancer screening
- Projects focused on genetic testing or counseling

Eligibility

The following organizations are eligible to apply for a 2022 Community Grants award:

- Nonprofit organizations that are exempt under Section 501(c)3 of the Internal Revenue Code
- Independent sponsored projects of a nonprofit 501(c)3 organization acting as a fiscal sponsor
- Government and public agencies
- Tax-exempt tribal organizations and fraternal or social organizations
- Organizations based in the United States, including tribes or territories. Groups located outside the U.S. are not eligible to apply.
- Only one application may be submitted by an organization.
- Both small independent organizations and ones which are part of larger "parent" organizations are eligible to apply. Applicants must demonstrate how a grant award would provide needed support for vital community-level activities in cancer prevention (including education or vaccination) or screening, in underserved communities.

Note: Applicants must comply with the Foundation's **Tobacco policy**. Applicants (project managers/directors) must sign the Foundation's Statement of Compliance, confirming that they do not accept tobacco-industry funding.

Funding Objectives

Projects that meet the following criteria will be considered:

- Projects must be aligned with the mission of the Prevent Cancer Foundation.
- Projects must be feasible. There must be a reasonable assumption of completion and success of the project given the resources, time, and personnel available.
- Projects must demonstrate through letters of support at least two community partnerships which support the implementation of the proposed project.
- Projects must have measurable goals, objectives and outcomes and a detailed project timeline.

- Projects should utilize evidence-based practices or best practices to provide cancer prevention or early detection services in their communities. Projects with screening objectives must follow current cancer screening guidelines of the United States Preventive Services Task Force (USPSTF), the American Cancer Society (ACS) or the National Comprehensive Cancer Network (NCCN).
 - For the 2022 grants cycle, screening and testing projects focused on cancers without guidelines-mandated screenings for transgender and other LGBTQ+ community members must demonstrate the evidence-base for the procedures.
- Screening programs must demonstrate established community partnerships to provide any necessary follow-up care.
- The inclusion of community participation in the planning, implementation and evaluation of the proposed projects is encouraged.

Q: What should I read before applying?

Before beginning your 2022 Community Grant Application, read the 2022 Community Grants [Guidelines and Submission Instructions](#).

Q: How do I submit an application?

Proposals will be submitted online via **proposalCENTRAL**:

<https://proposalcentral.com/ProposalGI.asp?SectionID=6938&ProposalID=-1>.

Complete the online registration early in the application period in order to become familiar with the site and meet the application deadline. Read the 2022 Community Grants [Guidelines and Submission Instructions](#) for further details and a check list of all the required sections. **Late and/or incomplete applications will not be accepted.**

Q: Is there an initial Letter of Intent (LOI) phase of the application this year?

No, we are not requesting an LOI for the 2022 grant cycle.

Q: What types of programs have been funded in the past?

Read about [current and past community grantees](#). Proposed projects must be focused on people in LGBTQ+ communities and aligned with our mission to support community programs across the United States that focus on helping to prevent cancer or to find it earlier and that demonstrate a potential to make a positive impact in underserved communities. Note that changes have been made for the 2022 grants cycle. See the [Guidelines](#) for eligibility criteria.

Q: What is considered 'focusing on LGBTQ+ communities'?

Projects that list their target audience as the general population, including people in the LGBTQ+ community, are not eligible unless the project primarily focuses on people in the LGBTQ+ community and includes specific and tailored outreach or education for the LGBTQ+ population.

We know there are many ways to refer to this community and will accept other appropriate terminology (ie: LGBT, LGBTQI, sexual and gender minorities, etc.).

Q: What cancer screening guidelines should be followed?

Projects should utilize evidence-based practices or best practices to provide cancer prevention or early detection services in their communities. Projects with screening objectives must follow current cancer screening guidelines of the United States

Preventive Services Task Force (USPSTF), the American Cancer Society (ACS) or the National Comprehensive Cancer Network (NCCN).

- **For the 2022 grants cycle**, screening and testing projects focused on cancers without guidelines-mandated screenings for transgender and other LGBTQ+ community members must demonstrate the evidence-base for the procedures.

Q: My organization is a small clinic but is affiliated with a large university. What should I list as ‘the institution’?

If the clinic is the applicant organization and has its own tax-exempt status, list the clinic name as ‘the institution’. Within the application, you will describe the relationship with and any support received from an umbrella or parent organization.

Q: Can a state’s Department of Health named as ‘the institution’ submit more than one application, if the projects are part of separate health department facilities and are in separate counties? Unfortunately, only one application per ‘institution’ is allowed. Our rules require that ‘the institution’ can be named in only one application in a given cycle.

Q: Should the entire project/program equal \$25,000?

The amount requested from the Foundation should equal \$25,000. We do not expect the project to cost \$25,000 in total. In the **Project Proposal** (part of the online application) you will fill in columns of other funding in the budget template.

Other Funding – Add additional columns of ‘Amount covered by other source/Name’ as needed to include all other sources of funding for the project beyond what is requested of the Foundation. If you receive support from your “Parent” or “Umbrella” organization for the proposed project, this information must be listed here and described in the budget justification. You can add more columns of support from other sources as needed.

Q: What are allowable expenses for the 2022 community grant application?

All expenses should be directly related to service delivery (education and/or screening or vaccination). Examples of allowable expenses are apportioned salaries, small incentives for participants, supplies or expenses related to cancer screening or early detection and expenses related to barriers to screening (for example, transportation vouchers to clinic). More information is available in the [Guidelines](#).

Q: What expenses are not allowed for the 2022 community grant application?

If an award is made, the Foundation will not cover indirect costs related to the project. More information about allowable expenses is found in the [Guidelines](#). A budget template to complete is available once you begin the application. For example, using grant funds to cover equipment such as computers or software is generally considered an indirect cost and not allowable.

Q: Is the purchase of a new digital breast/chest imaging machine an allowable expense?

We do not support the purchase of equipment. We do support cancer education, screening or vaccination activities. Budget expenses for the use of cancer imaging equipment, such as for 100 diagnostic mammograms, are allowable.

Cancer screening and testing costs or supplies are allowable and must be justified. The purchase of cancer screening equipment is not an allowable expense.

Q: Who needs to have a Biographical Sketch?

All key personnel and anyone listed in the budget, including the project director, must have a biographical sketch, regardless of whether or not their salary is requested.

Q: To whom should my Letters of Support (LOS) be addressed?

The letters can be addressed to the applicant organization, Prevent Cancer Foundation® or to Erica Childs Warner, Senior Director, Evaluation & Outreach.

Q: What does a Letter of Support entail?

Support letters should include a description of what the supporter is specifically providing to the applicant organization and express why the proposed project is worthy of a community grant award. Testimonials are not considered Letters of Support, nor are Memorandums of Understanding (MOUs). Letters should be signed and dated no earlier than March 2022. Applicants must include two letters and may include more.

Q: Where is the 'Signed Signature Page' on the application?

The Signature page is generated once you 'validate' your application. This step is done after you enter all required online fields and upload the required documents (required documents are signed Tobacco Policy Compliance page, project proposal, proof of tax-exempt status, two Letters of Support). This signature page will be populated with your proposal information and can be accessed on the "Download Application Attachments & Signature Page" page.

You must submit e-signatures for both the Project Director and the Signing Official for your organization.

Q: Are e-signatures allowed?

Yes, e-signatures are acceptable.

Q: Who is the 'Signing Official' on the signature page?

The 'Signing Official' refers to the administrative officer for your organization. Typically, the 'Signing Official' is the Executive Director or the organization's Chief Development Officer who completes this portion.

Q: When is the deadline?

All applications must be uploaded and submitted on proposalCENTRAL by 5:00PM on April 25, 2022. Do not wait until the last minute to do this! Applicants will not be able to validate, address errors or upload application documents after the deadline. The system will be closed promptly at the deadline. **Late and/or incomplete applications will not be accepted.**

Q: Whom should I contact if I have additional questions?

If you have more questions, please contact Erica Childs Warner at Erica.ChildsWarner@preventcancer.org

For assistance with technical issues that may arise related to proposalCENTRAL's electronic grant submission system, please e-mail: pcsupport@altum.com or call 1-800-875-2562 or 703-964-5840.