

## **902 KAR 21:030. Pediatric Cancer Research and Treatment Grant Program.**

RELATES TO: KRS 141.445, 194A.095, 211.595-597

STATUTORY AUTHORITY: KRS 194A.050(1), 211.597(2) and (3)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 211.597(3) requires the Pediatric Cancer Research Trust Fund Board to promulgate administrative regulations necessary to carry out the provisions of KRS 211.596. KRS 211.597(2) requires the Pediatric Cancer Research Trust Fund Board to promulgate administrative regulations to establish a competitive, open grant program to provide funding to specific entities offering research funding and treatment for pediatric cancer for Kentucky children impacted by the disease. This administrative regulation establishes the Pediatric Cancer Research and Treatment Grant Program.

### Section 1. Definitions.

- (1) "Applicant" means a not-for-profit entity, academic medical center, or government agency in Kentucky offering research funding and treatment to Kentucky children impacted by pediatric cancer and applying for a grant pursuant to this administrative regulation.
- (2) "Board" means the Pediatric Cancer Research Trust Fund Board created by KRS 211.596.
- (3) "Funding" means a financial grant from the Pediatric Cancer Research Trust Fund created by KRS 211.595.

### Section 2. Application Process.

- (1) An applicant may apply or reapply each year for grant funding.
- (2) To apply for grant funding, an applicant shall mail to the board:
  - (a) A completed PCRTF 101, Pediatric Cancer Research Trust Fund, Application for Research and Treatment Grant Program:
    1. Postmarked on or before the date specified in the applicable grant notice; and
    2. Addressed to the Department for Public Health, Division of Prevention and Quality Improvement, Chronic Disease Prevention Branch, 275 East Main Street, Frankfort, Kentucky 40621;
  - (b) A project description that includes the following information:
    1. The need for the funding;
    2. The goals and objectives, including how many people will be affected and in what geographic area;
    3. The outcomes directly related to the impact of the research;
    4. An implementation plan describing how the objectives will be met;
    5. A timeline for implementation of the proposed research;
    6. Plans designed to measure the success of the research; and
    7. Intent to provide a semi-annual progress report and a year-end progress report documenting progress toward meeting the grant objectives; and
  - (c) The following financial information:
    1. A detailed budget of requested funds; and
    2. A description of any other sources of funds for the research including in-kind participation.
- (3) A faxed or incomplete application shall not be considered for funding.

### Section 3. Duties of the Board.

- (1) The board shall:
  - (a) Hold meetings and conduct board business pursuant to KRS 211.596;
  - (b) Advertise a grant funding opportunity on the Cabinet for Health and Family Services Web site including:

1. A postmark date for submission of an application;
  2. The mailing address for the application as specified in Section 2(2)(a)2. of this administrative regulation; and
  3. An anticipated grant award date;
- (c) Review and score applications based on the following criteria:
1. Relevancy to the mission of the Pediatric Cancer Research Trust Fund;
  2. Offer of research funding and treatment specifically for pediatric cancer to Kentucky children impacted by the disease;
  3. Proposal to address the prioritized list of programs and research projects the board has identified; and
  4. Enhancement, but not duplication, of a program or research project currently provided in the same geographic area; and
- (d) To the extent funds are available:
1. Award a Pediatric Cancer Research and Treatment Grant to a selected applicant; and
  2. Notify the applicant of the award decision:
    - a. Within ninety (90) days after application deadline;
    - b. In writing; and
    - c. By certified mail.
- (2) The board's decision for award selection shall be final.
- (3) A selected applicant shall sign and return a grant agreement:
- (a) To the board; and
  - (b) Postmarked within two (2) weeks of receipt.
- (4) If a research grant is awarded, the grant shall be contingent upon a grant recipient's appropriate Institutional Review Board approval if applicable.

#### Section 4. Grant Objectives Reporting.

- (1) A grant recipient shall provide semi-annual and year-end progress reports to the board as specified in Section 2(2)(b)7 of this administrative regulation.
- (2) A grant recipient that is not making progress toward meeting grant objectives, as determined by the board, shall be notified in writing that objectives are not being met. The grant recipient shall:
  - (a) Submit to the board within thirty (30) days of receiving the notice a corrective action plan addressing the objectives that are not being met; and
  - (b) Reimburse the board for grant funds received to date if the corrective action plan is not implemented.

#### Section 5. Incorporation by Reference.

- (1) Form "PCRTF 101, Pediatric Cancer Research Trust Fund, Application for Research and Treatment Grant Program", 3/2017, is incorporated by reference.
  - (2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Department for Public Health, Health Services Building, 275 East Main Street, Frankfort, Kentucky 40621, Monday through Friday, 8 a.m. to 4:30 p.m.
- (43 Ky.R. 1910, 2148; eff. 6-21-2017; Cert. eff. 8-10-2023.)