Drug Discovery Initiative Registered Report (DDIRR) Application Information and Guidelines

Founded in 1978 as the National Neurofibromatosis Foundation, the Children's Tumor Foundation (CTF) is a non-profit organization committed to identifying effective drug therapies for neurofibromatosis (NF), which includes NF1, NF2, and schwannomatosis, and to improving the lives of those living with these disorders. NF is one of the most common rare diseases, affecting 1:3,000 individuals (around 100,000 persons in the US; and over 2 million worldwide). Since its inception, CTF has committed over $42 million to research grants and initiatives, supporting scientists around the world to conduct groundbreaking NF research.

NF causes a range of central and peripheral nervous system tumors (benign and malignant), bone abnormalities, learning disabilities, pain, vascular complications, and other manifestations. The progress of NF is unpredictable and often presents a chronic lifelong burden to the affected person. There is a need for drug management but other than the recently approved Koselugo (selumetinib) for pediatric NF1 plexiform neurofibromas, there are no effective therapies for the diverse manifestations of NF. The signaling pathways affected in NF are common to many other tumor disorders and many existing drugs developed for these disorders could be repurposed for NF.

PROGRAM FOCUS

The CTF Drug Discovery Initiative (DDI) Award program supports early stage testing of candidate drug therapies for the treatment of NF. The program also supports funding for the generation of new model systems.

This award mechanism has been a catalyst program that has helped to fuel the drug pipeline with promising leads. DDI awards have yielded over $5M dollars in follow-on funding from the federal government and other sources as well as multiple industry collaborations and publications. To keep this momentum, in 2017 CTF partnered with the scientific publisher PLOS and launched the Drug Discovery Initiative Registered Reports (DDI-RR), where particular emphasis on transparency in the research and peer review process is placed (http://www.ctf.org/news/first-funding-cycle-of-the-ddirr-awards-announced; http://blogs.plos.org/everyone/2017/09/26/registered-reports-with-ctf/; https://cos.io/rr/).

Registered Reports emphasize the importance of the research question and the quality of methodology by conducting peer review *prior to data collection*. Benefits of this collaboration include:

- Elimination of research bias in order to strive for publishable results
- Enhancing the transparency and reproducibility of science

- Ensuring that the specific work supported by the funder (CTF) is undertaken
- Author stands to benefit by having their publications accepted in a respected journal before they start their research

This format is designed to minimize publication bias and several forms of research bias while also allowing complete flexibility to conduct exploratory (unregistered) analyses and report serendipitous findings. Thus, Registered Reports represents a major departure from the standard research and peer review process, and is set to revamp the publishing landscape.

DDI-RR applicants submit high-quality protocols through CTF, and if approved, receive a CTF-funded DDI-RR grant together with in-principle acceptance (before data collection commences) for publication in *PLOS ONE*.

Applicants are NOT obligated to publish their results in *PLOS ONE* and can choose to publish in any journal that they deem most suitable for their study. In such a case, the registered report will be marked as 'WITHDRAWN' and will be made public in the format it was submitted (without results) with an additional comment from the authors about the decision to withdraw the study.

APPLICANT ELIGIBILITY:

CTF is committed to fostering, cultivating, and preserving a culture of diversity, equity and inclusion. We embrace and encourage our applicants differences in backgrounds, experiences, race, color, religious creed, sex, national origin, ancestry, citizenship status, family or marital status, physical, mental and/or intellectual abilities, age, military or veteran status, registered domestic partner or civil union status, gender and gender identity, sexual orientation, political affiliation, and socioeconomic status.

- Applicants should have an MD, PhD or equivalent and have full access to or identified collaborators with all required resources including all in vivo and in vitro models.
- There is no citizenship requirement. Applications are welcomed from all qualified individuals worldwide.
- As the program offers only seed funding, it is expected that applicants already have established in their laboratory or have direct access to any additional resources needed to complete the proposed research.
- Applications are welcomed from both academic and private sectors.
- CTF requires all applicants to acquire a personal ORCID ID (https://orcid.org/) to allow an easy transfer of information between the Foundation and the applicant record. All applicants are strongly encouraged to keep their ORCID ID record up to date especially in the Education, Funding and Works (publications) sections.

- Awardees are required to sign CTF's Patent Policy before the DDIRR can be activated. Please refer to the **Award Activation** section for more details.

SPECIAL NOTE FOR FEDERAL EMPLOYEES (e.g. NIH intramural researchers)

CTF requires the CTF Patent Policy to be signed by all awardees and their institutions. However, since the National Institutes of Health are prohibited by congressionally enacted federal law from accepting the terms of the CTF Patent Policy, depending on the project being funded, the patent policy may be waived for federal employees (such as NIH intramural researchers). Federal employees wishing to apply for a CTF grant are invited to inquire with us prior to submitting their grant proposal to discuss their project. Any information shared will be kept confidential.

FUNDING DETAILS

The funding for the 2021 cycle is as follows:

- Up to $40,000 DDIRR in vitro Awards: to fund cell-based preclinical drug testing studies
- Up to $85,000 DDIRR in vivo Awards: to fund animal-based preclinical drug testing studies

Indirect costs

Award amounts **are inclusive of** up to 10% indirect costs. Indirect costs are those overhead administrative and facility costs that are not readily identifiable with the project, but are nevertheless necessary for general operation. Examples of indirect costs include salary and related benefits of administrative personnel, office supplies, rent, tuition for DDIRR predoctoral fellows, depreciation, and utilities.

Payment Distribution

A 50% payment will be made upon activation of the award. The remaining 50% will be paid upon receipt of satisfactory 6-month progress report.

APPLICATION AND REVIEW PROCESS

The DDIRR application will be made available through the ProposalCentral platform. Applications received after the deadline will NOT be reviewed. CTF will not check or correct formatting errors. Applicants should retain electronic copies of submitted materials.

Applicants submit a letter of intent (LOI), and if approved following this Triage Stage, are invited into Stage 1. Stage 1 submission consists of the Registered Report Protocol (RRP), an initial manuscript that accurately describes the study with introduction, methods and protocols, descriptions of the analyses including references. The Stage 1 will then be either rejected, asked to revise and resubmit, or approved for funding and given an In-Principle Acceptance (IPA) for publication in *PLOS ONE*. The authors will then proceed to conduct the study following the RRP within the agreed timeframe. Upon completion of the experiments, the grant will be considered completed and the applicant will be invited to include results in their finalized manuscript for re-review (Stage 2). In accordance with the *PLOS* data availability policy, applicants will upload the data to support the conclusions to a publicly accessible file-sharing service.

Stage 2 submission will be a *PLOS ONE*-only process where applicants must comply with *PLOS ONE* submission guidelines. The manuscript will be published regardless of the results. Please visit https://journals.plos.org/plosone/s/submission-guidelines for information on style, format, and manuscript organization for Stage 2 submissions.

Workflow

Letter of Intent (LOI) Stage

Applicants will be asked to submit:

Letter of Intent

- The Letter of Intent should be maximum four pages, (not including citations) Calibri size 11 font with an outline of the proposed research and a description of the proposed experiments with rationale and preliminary data. It should also include a brief description of significance of the proposed research, timelines, and milestones of the research plan, and a summary of all resources available.
- One page of the LOI must be reserved for Patient Advocate's review. This must include: a lay abstract, a brief description of how this study will impact a NF patient's life, and how, if successful, the study could translate and make a difference in NF research and clinical care.

Biographical Sketch

- Detailing Education/training, positions of honors (if applicable), and selected peer-reviewed publications.

Budget Justification

- Budget template will be available in the application form on ProposalCentral.

Stage 1

The stage 1 submissions are referred to as "Registered Report Protocols" and must include a cover letter and a manuscript, which will be submitted to CTF as instructed to applicants invited to do so. All Registered Report Protocols will be deposited on the Open Science Framework (https://osf.io/rr/). **Authors of stage 1 manuscripts approved for funding will have the option to either embargo the Registered Report Protocol or publish it.**

If the Registered Report Protocol is public:

It will be publicly available on the OSF. Applicants also have the option to publish it on PLOS ONE and obtain a DOI. In that case, it will be citable and indexed in PubMed. With the Protocol published, the Stage 2 manuscript (final paper including results) can be submitted as a '**Registered Report'** article type to allow the Stage 1 and Stage 2 manuscripts to be linked on *PLOS ONE* and PubMed.

If the Registered Report Protocol is embargoed:

It will be deposited on the OSF but it will not be available. It will not be published. Authors can decide to embargo their Registered Report Protocol and submit the final publication as a '**Research Article**' article type. After publication, the Registered Report Protocol will then be released from embargo and will be linked to the main publication.

Option for publishing the final manuscript in a non-*PLOS ONE* journal

Authors can also decide to publish their final manuscript in a different journal regardless of the status of their stage 1 manuscript (published or embargoed). In this case, the requirements are –

1. The stage 1 protocol will become public on the OSF. If the stage 1 protocol is published with *PLOS ONE*, the authors post a comment on their stage 1 protocol to provide the summary of and a link to the final article and add a note that it was withdrawn from *PLOS ONE*.
2. If the authors opt to not publish their stage 1 protocol with *PLOS ONE*, the final publication must clearly mention and link to the stage 1 protocol.

The cover letter must include:

- A summary of the proposed study's correlation to previously published work.
- A summary of the proposed study's contribution to the scientific literature.
- An anticipated timeline for completing the study if the initial submission is accepted.
- A statement confirming that all necessary support is in place and that approvals (e.g. ethics) are either already in place or how they will be obtained for the proposed research (e.g. to which approval body the protocol will be submitted to).
- A statement about potential conflicts of interest.
- A statement confirming that the authors agree to share the data to support the conclusions, in accordance with the PLOS data availability policy. Publication will be contingent on compliance with all *PLOS ONE* policies (see http://journals.plos.org/plosone/s/submission-guidelines).

The manuscript must include the following sections:

- Abstract
    - A description of the main objective(s) of the study, an explanation of how the study will be done, and a summary of the anticipated results and their significance. Word limit 300.
- Introduction
    - A review of the relevant literature that provides a context for the specific research question, its purpose and its significance, and a full description of the experimental aims and hypotheses. Please note that the Introduction section cannot be altered after receiving the IPA.
- Methods
    - Full description of proposed sample characteristics, including criteria for data inclusion and exclusion (e.g. outlier extraction). Procedures for objectively defining exclusion criteria due to technical errors or for any other reasons must be specified, including details of how and under what conditions data would be replaced.
    - Confirmation that the data, together with any ethical approval statement, will be made available upon study completion in accordance with the PLOS Data Availability Policy.
    - A description of experimental procedures in sufficient detail to allow another researcher to repeat the methodology exactly, without requiring further information (please include details of key reagents e.g. animal models, cell lines, antibodies, small molecules etc.). These procedures must be adhered to exactly in the subsequent experiments or any Stage 2 manuscript can be rejected.
    - Proposed analysis pipeline, including all preprocessing steps, and a precise description of all planned analyses, including appropriate correction for multiple comparisons. Any covariates or regressors must be stated. Where analysis decisions are contingent on the outcome of prior analyses, these contingencies must be specified and adhered to. After the Stage 1 report has been issued an In-Principle Acceptance only pre-planned analyses can be reported in the main Results section of Stage 2 submissions. However, unplanned exploratory analyses will be admissible in a separate section of the Results (see below).
    - For studies involving statistical analyses, justification for the method used must be provided along with all relevant details. For Neyman-Pearson inference please include a statistical power analysis and estimated effect size. For Bayesian hypothesis testing, please include predictions and corresponding Bayes factor, along with distributions and parameters to be used (if resources are limited, please specify the maximum feasible sample size at which data collection would have to cease). For more details regarding statistical methods, see below.
    - Full descriptions must be provided of any outcome-neutral criteria that must be met for successful testing of the stated hypotheses. Such quality checks might include the absence of floor or ceiling effects in data distributions, positive controls, or other quality checks.

    - Timeline for completion of the study and proposed resubmission date if Stage 1 review is successful. Extensions to this deadline can be negotiated with the editor.
    - Any description of prospective methods or analysis plans should be written in future tense.
- Pilot Data
    - Optional. Can be included to establish proof of concept, effect size estimations, or feasibility of proposed methods. Any pilot experiments will be published with the final version of the manuscript and will be clearly distinguished from data obtained for the pre-registered experiment(s).

Authors are reminded that any deviation from the stated experimental procedures, regardless of how minor it may seem to the authors, could lead to rejection of the manuscript at Stage 2. In cases where the pre-registered protocol is altered after IPA due to unforeseen circumstances (e.g. change of equipment or unanticipated technical error), the authors must provide detailed explanations in the Stage 2 submission so that these can be evaluated by the editors.

Once the study is complete, authors prepare and resubmit their manuscript for full review, with the additions below. All manuscripts must conform to *PLOS ONE* submission guidelines and editorial policies (see http://journals.plos.org/plosone/s/submission-guidelines).

Stage 2 submissions should include:

(Once research is concluded)

In accordance with the PLOS data availability policy, data underlying the findings must be made freely available in a public repository. Data files should be appropriately time stamped to show that data was collected after IPA and not before. Other than pre-registered and approved pilot data, no data acquired prior to the date of IPA is admissible in the Stage 2 submission. The data must be accompanied by guidance notes, where required, to assist other scientists in replicating the analysis pipeline. Authors are also encouraged to upload any relevant analysis scripts and other experimental materials that would assist in replication (e.g. stimuli & presentation code).

- We support other initiatives advancing the openness and transparency of published results: PLOS has partnered with protocols.io and researchers are encouraged to deposit their laboratory protocols, obtain a unique DOI and link to these from the Methods section of their articles. For computer code we support sharing via platforms such as CodeOcean; authors are encouraged to link to code depositions from within the submitted manuscript.
- Any supplementary figures, tables, or other text (such as supplementary methods) can either be included as standard supporting information that accompanies the paper, or they can be archived together with the data. Please note that the underlying data should be archived (see above) rather than submitted to the journal as supplementary material.
- The authors must collectively certify in the resubmission Cover Letter that all non-pilot data

was collected after the date of IPA.

Background, Rationale and Methods

- Apart from minor stylistic revisions, such as changing the future tense to past tense for description of the plans, and important updates to background literature, the Introduction cannot be altered from the approved Stage 1 submission, and the stated hypotheses cannot be amended or appended. Any textual changes to the Introduction or Methods (e.g. correction of typographic errors, updates on background literature) must be clearly marked in the Stage 2 submission. Any relevant literature that appeared following the date of IPA should be covered in the Discussion.

Results & Discussion

- The outcome of all registered analyses must be reported in the manuscript, except in rare instances where a registered and approved analysis is subsequently shown to be logically flawed or unfounded. In such cases, the authors, reviewers, and editor must agree that a collective error of judgment was made and that the analysis is inappropriate. In such cases the analysis would still be mentioned in the Methods but omitted with justification from the Results.
- It is reasonable that authors may wish to include additional analyses that were not included in the registered submission. For instance, a new analytic approach might become available between IPA and Stage 2 review, or a particularly interesting and unexpected finding may emerge. Such analyses are admissible but must be clearly justified in the text, appropriately caveated, and reported in a separate section of the Results titled “Exploratory analyses”. Authors should be careful not to base their conclusions entirely on the outcome of statistically significant post hoc analyses.
- Authors reporting null hypothesis significance tests will be required to report exact p values and effect sizes for all inferential analyses.

Suggestions on statistical analysis

- We recommend that studies involving Neyman-Pearson inference include a statistical power analysis. Estimated effect sizes should be justified with reference to the existing literature. Since publication bias overinflates published estimates of effect size, power analysis should be based on the lowest available or meaningful estimate of the effect size. The a priori power should be 0.9 or higher for all proposed hypothesis tests. In the case of highly uncertain effect sizes, a variable sample size and interim data analysis will be permissible but with inspection points stated in advance, appropriate Type I error correction for ‘peeking’ employed, and a final stopping rule for data collection outlined.
- Methods involving Bayesian hypothesis testing are also encouraged. For studies involving analyses with Bayes factors, the predictions of the theory must be specified so that a Bayes factor can be calculated. Authors should indicate what distribution will be used to represent the predictions of the theory and how its parameters will be specified. For example, will you use a uniform up to some specified maximum, or a normal/half-normal to represent a likely effect size,

or a JZS/Cauchy with a specified scaling constant? For inference by Bayes factors, authors must be able to guarantee data collection until the Bayes factor is at least 10 times in favor of the experimental hypothesis over the null hypothesis (or vice versa). Authors with resource limitations are permitted to specify a maximum feasible sample size at which data collection must cease regardless of the Bayes factor, however to be eligible for in-principle acceptance this number must be sufficiently large that inconclusive results at this sample size would nevertheless be of major importance.

REVIEW PROCESS

During the Triage Stage (Letter of Intent – LOI), applicants are reviewed by CTF DDI-RR Review Committee composed of the DDI-RR program chairs, CTF's Internal Review Committee, and Patient Representatives. Reviewers will consider:

1. Impact of the proposed research
2. Feasibility of proposed study
3. Alignment of budget
4. Applicant qualifications
5. Patient feedback on lay descriptions/ potential patient impact

Based on an assessment of these merits, the DDI-RR Review Committee will select and recommend applications for approval into stage 1.

During Stage 1, applications are reviewed by *PLOS ONE* Editors and reviewers with the supervision of CTF DDI-RR Review Committee members.

In considering applications at the Stage 1, reviewers will be asked to assess the proposal in greater detail with emphasis on:

1. The logic, rationale, and plausibility of the proposed hypotheses.
2. The soundness and feasibility of the methodology and analysis pipeline (including statistical power analysis where appropriate).
3. Whether the clarity and degree of methodological detail is sufficient to exactly replicate the proposed experimental procedures and analysis pipeline.
4. Whether the authors have pre-specified sufficient outcome-neutral tests for ensuring that the results obtained are able to test the stated hypotheses, including positive controls and quality checks.

At this stage, depending on the reviewer's comments, applicants might be given the opportunity to respond and re-submit a revised version of their application. During this critical step, the *PLOS ONE* editorial review will address all issues related to granting the IPA for publication, making sure that if the application is successful it will be satisfactory for stage 2 and the final journal acceptance.

Applications that satisfy these criteria will receive an award letter detailing the necessary reporting

schedule and will be issued an in-principle acceptance (IPA) from *PLOS ONE*, indicating that the article will be published pending completion of the approved methods and analytic procedures, passing of all pre-specified quality checks, and a defensible interpretation of the results. Stage 1 protocols are not published following IPA. Instead they are held in reserve by the journal and integrated into the completed article following approval of the final Stage 2 manuscript. Authors will deposit their Stage 1 protocols on a registration platform such as the Open Science Framework registry (https://osf.io/rr/) as a public deposit.

In considering papers at Stage 2, applications are reviewed by *PLOS ONE* Editors only. Reviewers will be asked to decide:

1. Whether the data are able to test the authors' proposed hypotheses by satisfying the approved outcome-neutral conditions (such as quality checks, positive controls)
2. Whether the Introduction, rationale and stated hypotheses are the same as the approved Stage 1 submission
3. Whether the authors adhered precisely to the registered experimental procedures
4. Whether any unregistered *post hoc* analyses added by the authors are justified, methodologically sound, and informative
5. Whether the authors' conclusions are justified given the data

Reviewers are informed that editorial decisions will not be based on the perceived importance, novelty or conclusiveness of the results. Thus, while reviewers are free to enter such comments on the record, they will not influence editorial decisions. Reviewers at Stage 2 may suggest that authors report additional post hoc tests on their data; however, authors are not obliged to do so unless such tests are necessary to satisfy one or more of the Stage 2 review criteria.

TERMS OF AWARD

I. Applicant Notification

Applicants will be notified as soon as possible as to the outcome of the review. The target timeframe being about 4 weeks after submission of the triage (LOI) stage, and 9-10 weeks from Stage 1 submission date to applicant notification. Stage 2 submissions (for results publication) will undergo peer review at the journal. Time frames vary typically from a few weeks to a few months. Based on the prior assessment at Stage 1, we expect a faster than average turnaround compared to regular submissions. All applicants, both funded and not funded, will be provided with a Statement Summary of feedback highlighting the key comments of the reviewers.

II. Registered Report Activation and Payment

Payment will be activated as soon as the Awardee and Institution officials sign the following documents:

1. **Acceptance of DDI-RR Award**: Accepting the Children's Tumor Foundation Terms of Award (see below).
2. **Patent Policy** - All awardee institutions/companies will be required to sign CTF's Patent Policy before payments can be initiated. We strongly recommend signing the Patent Policy at the time of application submission in order to speed up the process of award activation. If your institution is not able to agree to the terms of the Patent Policy as they stand, please contact us as soon as possible at grants@ctf.org. The Patent Policy is intended to ensure that any inventions or patented technologies arising from CTF-supported research are commercialized where possible. CTF anticipates recouping some revenues arising from commercialized technologies it supported, in proportion to the contribution made by CTF's initial funding. Such funds will be used to support further initiatives at CTF.
3. **Deposit of the registered report manuscript** and responses to reviewer's comment files () on the OSF Registered Reports collection page (https://osf.io/rr/; all CTF submitted RR will be visible here: https://osf.io/ght7p/wiki/home/.
4. **Data Sharing Plan** - All awardees will be required to register their project as a new study on the NF Data Portal and provide a Data Sharing Plan. CTF believes in making data from all its funded projects freely accessible irrespective of whether the findings were positive or negative. Normally CTF allows for a 12-month embargo on the data from the end of the award after which the data will be opened to the community.

III. Status of Awardee

The awardee shall be considered an employee of the awardee's institution and not of CTF.

IV. Extended Leave of Absence

Should the awardee need to take a leave of absence for more than a month for reasons such as maternity/paternity or illness, CTF must be informed of the date of departure and expected date of return.

V. Award Purpose Change or Transfer

Any fundamental change in the purpose for which the DDIRR was originally made must have prior written consent of CTF. A DDIRR may not be transferred from one institution to another without prior written authorization from CTF.

VI. Award Cancellation or Early Termination

CTF reserves the right to cancel or prematurely terminate a DDIRR if required. In such an event, the award amount will be prorated based on the number of months it was in effect. A final report of expenditures and a refund of any unspent funds must be submitted to CTF within 60 days after cancellation or termination. Failure to provide the final expenditure report by the required date will result in suspension of the award and may impact the applicant's eligibility for future funding opportunities at CTF until all materials are received.

VII. No-Cost Extension

CTF allows awardees to request a No-Cost Extension (NCE) of the final budget period of their award for up to 1 year beyond its original expiration date. All terms and conditions specified in the original contract will apply during the extension period. Upon notification of approval by the DDIRR program committee, CTF will revise the project end date and provide an acknowledgment to the awardee.

VIII. Other Sources of Support

The awardee and the sponsoring institution are responsible for informing CTF of possible conflicts related to duplicate funding of the DDIRR-funded project. Failure to inform CTF of other sources of support can result in loss of CTF funding and may also impact the applicant's eligibility for future funding opportunities at CTF.

IX. Manuscript withdrawal and *Withdrawn Registrations*

It is possible that authors with IPA may wish to withdraw their manuscripts following or during data collection. Possible reasons could include technical error, an inability to complete the study due to other unforeseen circumstances, or the desire to submit the results to a different journal. In all such cases, manuscripts can of course be withdrawn. However, the journal will publicly record each case as *Withdrawn Registrations*. This section will include the authors, proposed title, the abstract from the approved Stage 1 submission, and brief reason(s) for the failure to complete the study. Partial withdrawals are not possible; i.e. authors cannot publish part of a registered study by selectively withdrawing one of the planned experiments. Such cases must lead to withdrawal of the entire paper. Studies that are not completed by the agreed Stage 2 submission deadline (which can be extended in negotiation with the editorial office) will be considered withdrawn and will be subject to a Withdrawn Registration.

X. Periodic Reporting

Awardees are required to submit two types of reports periodically -

- **Progress report**
    - A detailed update on the development of the DDIRR-funded research must be provided to CTF at 6- and 12 months after activation of the award.
- **Expenditure report**

- The online financial expenditure update vs budget must be provided to CTF within 60 days after completion of the award.
- All expenses must be reported in US dollars only.
- Expenditure reports must be signed by the institution's financial officer.
- Any unexpended and uncommitted funds in possession of the awardee at the end of the award period must be returned to CTF within 60 days from the expiration of the award.
- In addition to the above, interim accounting may be requested by CTF.

The award admin contacts or institution's financial officer will complete the progress reports or financial form on the ProposalCentral platform as requirements for the award.

XI. Public Notification of Awards Funded

Once the DDIRR is activated, CTF will advertise online and in CTF's other public documentation the recipients of the DDIRR together with a lay summary of the proposed research. Please include a photograph of yourself (over 2MB) that we can use in upcoming award announcements.

XII. Publicity, Publications or Exhibits

The Awardee Institution must notify CTF in advance of any publications, presentations, or announcements pertaining to work done under the Award or Follow-Up Work, whether these are to professional audiences or the public media. For professional publications and presentations, once these have been accepted, Awardee Institution must submit an electronic copy of the paper, abstract, slide presentation or poster to grants@ctf.org with details of publication release or presentation (journal, meeting, time, location). **The support of CTF must be duly recognized everywhere, and must include the CTF grant number and Digital Object Identifier (DOI).**

All information shall be held as confidential by CTF until time of public presentation or publication.

For announcements to the public, the public media and/or the press, including a posting to the Internet, pertaining to this Award or any Follow-Up Work (collectively, a "Release"), Awardee Institution agrees to provide a draft of such Release to CTF at media@ctf.org least one week before such publication of such Release so as to provide CTF the opportunity to suggest edits to the language of the Release, particularly as to CTF's role in the Award, any Follow-Up Work, and neurofibromatosis research. Awardee Institution agrees to consider all such suggestions and include them in the Release if they are accurate. Awardee Institution shall not unreasonably decline to include any edits in a Release.

For the purposes of this Award, the term, "Follow-Up Work" shall mean any research predicated upon or directly related to the research funded by this Award.

XIII. Open Access Fee Reimbursement Policy

CTF encourages and enables its awardees to publish in open access journals, which facilitates more rapid dissemination and broad use of their publications. To do so, we have established an annual

fund of **$15,000** that is available on a first-come, first-served basis to current awardees to pay the fees incurred for publishing in open access journals.

- The publication must be based on CTF-funded research.
- Requests must be submitted during the award period, or within 18 months of the award end date.
- Awardees should submit a written request to grants@ctf.org with 1) a copy of the invoice or receipt for publication fees from the journal, 2) PDF copy of the accepted publication, and 3) active URL link to the publication.

All requests will be reviewed, and if approved and if there are funds remaining, the publication fees will be duly reimbursed.

XIV. Follow-On Funding

Awardees are required to keep CTF informed about any follow-on funding, collaborations, and publications (posters, papers) generated from the research funded by the DDIRR. This information will be requested annually via our online system for a period of 5 years following expiration of the DDIRR. Such continuing communications will allow CTF to measure the impact of our research funding more easily.

Please email grants@ctf.org if you have any questions. We wish you the very best and look forward to receiving your application!