

CHARITABLE GRANTS



Teen Cancer America (TCA) supports hospitals committed to the development of specialized AYA cancer programs that address the unique challenges of adolescents and young adults facing cancer. TCA encourages you to think about the AYA program as a whole including the potential for building youth-friendly environments that enhance the hospital experience. Ensure that your submission discusses the areas in which you are requesting support, as well as other aspects of the AYA program.

Please note: TCA realizes the importance of program managers, patient/nurse navigators, and facility development for a comprehensive program. While we prioritize and favor investments in these, we enthusiastically welcome discussion in other areas. TCA also understands that while physical space within the hospital and/or clinics can be challenging to find, **there must be some vision for future space to be considered. TCA does not pay for indirect costs such as dean's tax, fringe benefits, grant tax, etc.** When applying for a grant with TCA you agree that these will not be requested from your institution.

HOW TO APPLY

STEP 1: Qualify for a Teen Cancer America Grant

Grants are available to hospitals that provide services for adolescents and young adults with cancer in the United States. TCA requires that all applicants have an established consultation relationship with TCA and completed our strategy processes. TCA's priority is helping to establish new programs with hospitals who have not yet received a grant from us

STEP 2: Submit a LOI

TCA accepts letters of intent (LOI) on a periodic basis from qualified organizations (see requirement above). Formal applications will then be accepted on an invite-only basis. Click [here](#) to visit our FAQs for more information.

Letters of intent require the following criteria:

- Cover Sheet
 - A. Name of Hospital(s) applying
 - B. Address of Hospital(s)
 - C. Name of Individual Submitting this Grant
 - D. Contact Information for Above Individual (Phone, Email)
 - E. Project Title (Position Title, AYA Facility, AYA Program Initiative, etc.)
- Brief overview of consultation relationship with TCA
- Total program and grant request budget
- List core AYA program team and their roles
- Signature of Support of Chief Executive(s) (include date and printed name)
- Brief description of your AYA Program
 - A. What are the goals of this grant funding request?
 - B. How will you achieve these goals? Explain how your institution/staff is ready and able to implement this program?
 - C. What is the importance/significance of your overall AYA Program to your patients and your institution?
 - D. What is happening in your region for AYA cancer care? How will this program affect the regional and national picture?
 - E. How this program will actively reach community treatment centers and smaller practices in your area?
- Organization's IRS 501(c)(3) tax exempt status letter or a foundation 501(c)(3)
- Audited Financial Statement - **send as a separate document**

If your request of funds is for space only please provide a detailed outline of your comprehensive, multi-disciplinary AYA program in the project description.

Letters of intent that do not have all required information will not be considered.

Only LOIs that fulfill the above criteria will be considered for review.

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The organization may submit a signed LOI via e-mail, as well as questions about the process or submission:

E-Mail:

alec@teencanceramerica.org

Alec Kupelian

Operations & Program Development Specialist

STEP 3: Letter of Intent Review

TCA program staff screens all LOIs on a periodic basis. Applicants will be notified by email whether they will be invited or declined to submit a full grant proposal.

See key dates for submissions below.

- LOI due Tuesday, June 21st, 2022 by 5:00pm EST and proposal invitations sent by Friday, July 1st, 2022

STEP 4: Submit Full Proposal

Approved applicants who are invited to submit a full proposal will receive detailed information by email, including grant proposal guidelines and key dates.

See key dates for submissions below.

- Proposal due Thursday, September 1st, 2022 by 5:00pm EST, announcements made December 2022.

If you are awarded a grant, a draft agreement will be sent for you to review - payment installations and terms will be outlined and agreed upon.

STEP 5: Proposal Review and Awarding

All proposals will be scored by members of a TCA-appointed, peer-review grant committee. A proposal review will also include a phone interview and/or site visit as TCA program staff gather more information about your proposed project and readiness of your team. TCA prioritizes grant applications willing to match at least 10% of the grant award. This match should be separate from costs not covered by TCA grant funding.

A grant proposal is a request for funding and not a guarantee of an award. Unfortunately, not every worthy request can be funded nor the full amount requested; however, TCA will fully consider each proposal.

TCA has the ability to update the deliverables proposed with the help of the submitting organization to ensure alignment with the mission and goals of both organizations.

Thank you so much for your submission to TCA! We are pleased to be working with so many wonderful hospital partners and can't wait to continue to grow and connect with others.