DIET, NUTRITION, BODY COMPOSITION, PHYSICAL ACTIVITY & CANCER

REGULAR GRANT PROGRAMME 2015/2016

Guidelines for research grant applicants & award recipients
OUR VISION

We want to live in a world where no one develops a preventable cancer.

OUR MISSION

We champion the latest and most authoritative scientific research from around the world on cancer prevention and survival through diet, weight and physical activity, so that we can help people make informed lifestyle choices to reduce their cancer risk.

As a network, we influence policy at the highest level and are trusted advisors to governments and to other official bodies from around the world.

THE WORLD CANCER RESEARCH FUND NETWORK

World Cancer Research Fund International is a not-for-profit organisation that leads and unifies a network of cancer charities with a global reach, dedicated to the prevention of cancer through diet, weight and physical activity. The World Cancer Research Fund network of charities is based in Europe, the Americas and Asia, giving us a global voice to inform people about cancer prevention.
1. CHAIR’S INTRODUCTION

World Cancer Research Fund International Regular Grant Programme funds research on the effects of diet, nutrition (including body composition) and physical activity on cancer. The definition of cancer includes the whole cancer process, both before and after diagnosis, from initiation to progression, metastasis and cancer mortality.

This document – Guidelines for Applicants and Award Recipients – outlines the Regular Grant Programme’s research themes and principles, clarifies the eligibility criteria, provides applicants with details of the submission and review process, and documents the terms and conditions for award recipients. Information is also available at www.wcrf.org.

There are no major changes to the research themes and principles from the 2014/2015 Regular Grant Programme cycle, which followed a thorough update. We remain interested in good quality studies exploring outcomes in cancer survivors, as well as on studies exploring host factors that might explain variation in cancer risk or progression. Proposals addressing emerging links between diet, nutrition (including body composition), physical activity and cancer, or that aim to better characterise existing ones, as well as studies aiming to identify the biological mechanisms behind those links, are also welcome.

Applications must adhere to all the research principles of the Regular Grant Programme and I would like to remind applicants that the aim of the grant programme is to fund research on the role of diet, nutrition (including body composition) and physical activity on cancer: proposals that do not focus on these areas will not be accepted.

We continue to encourage international collaborations and research from low- and middle-income countries, with the aim of strengthening capacity from under-represented regions. We also continue to welcome pilot grants from all eligible countries.

Conversely, studies focusing on the role of isolated foods or herb extracts that are not part of the usual diet, studies proposing the use of animal models of cancer that cannot demonstrate direct relevance to human cancer, and studies solely proposing the development or validation of a methodology, are out of scope. Additionally, unless it is not feasible or appropriate to collect prospective data, applications proposing a case-control study design not nested in a cohort study, or a cross-sectional study design, will not be accepted.

The Regular Grant Programme is just one of the scientific activities undertaken by World Cancer Research Fund International. You can learn more about other activities in the research strategy, available online. Examples of other activities include the Continuous Update Project (CUP) and the Academy.

The CUP is the world’s largest, most authoritative and up-to-date source of scientific research on cancer risk and survivorship through diet, nutrition, physical activity and cancer. It is a unique, long-term project that systematically reviews worldwide evidence to build on the body of data analysed for the WCRF/AICR Second Expert Report ‘Food, Nutrition, Physical Activity, and the Prevention of Cancer: a Global Perspective’.

The aim of the CUP is to update on a rolling basis the evidence on links between food, nutrition and physical activity, and the 15 cancer sites and cancer survivors that were reviewed in the Second Expert Report. The independent international expert panel of the CUP will then review the World Cancer Research Fund International Recommendations for Cancer Prevention, for publication in 2017. This process ensures that the Recommendations for Cancer Prevention remain based on current evidence.

The Academy provides information, activities and support for scientific and policy audiences worldwide. Together, these World Cancer Research Fund International scientific activities contribute towards the organisational mission. For more information see page 36 of this document, or visit www.wcrf.org

Thank you for your interest: we look forward to receiving your application.

Professor Will Steward MB, ChB, PhD, FRCP (Lon, Gla), FRCP (Canada),
Honorary Consultant in Medical Oncology,
Head, Department of Cancer Studies and Molecular Medicine,
University of Leicester, UK
2. WORLD CANCER RESEARCH FUND INTERNATIONAL GRANT PANEL

CHAIRMAN
Professor Will Steward
Department of Cancer Studies and Molecular Medicine
University of Leicester, UK

Professor Piet van den Brandt
Department of Epidemiology
Maastricht University, Maastricht
The Netherlands

Professor Michael F Leitzmann
Department of Epidemiology and Preventative Medicine
Regensburg University Medical Center
Regensburg, Germany

Professor Janet Cade
Centre for Epidemiology and Biostatistics
Nutritional Epidemiology Group
School of Food Science and Nutrition
University of Leeds, UK

A/Professor Graham Burdge
Faculty of Medicine, Health and Life Sciences
School of Medicine
University of Southampton, UK

Professor Pierre Hainaut
Institut Albert Bonniot
Université Grenoble-Alpes
Grenoble, France
Professor Marcel Zwahlen
Enviromental & Spatial Epidemiology Group
Institute of Social and Preventive Medicine
University of Bern, Switzerland

Professor Tobias Pischon
Molecular Epidemiology Group
Max-Delbrück-Center for Molecular Medicine (MDC)
Berlin-Buch, Germany

Professor Chris Paraskeva
School of Cellular and Molecular Medicine
University of Bristol, UK

Professor Andrew Renehan
Department of Surgery
Institute of Cancer Sciences
University of Manchester, UK

Professor Tai Hing Lam
(Corresponding member)
School of Public Health
Department of Community Medicine
University of Hong Kong, Hong Kong
3. BACKGROUND AND CONTEXT

World Cancer Research Fund International is unique in its mission to eradicate preventable cancer through diet, nutrition (including body composition) and physical activity. This research grant programme is an important element of how we fulfil that mission. The scope, focus and content of the programme are informed by independent expert advice.

The 2007 WCRF/AICR Second Expert Report ‘Food, Nutrition, Physical Activity, and the Prevention of Cancer: a Global Perspective’ identified strategic research directions in the area of diet, nutrition (including body composition), physical activity and cancer that could help increase our understanding of the cancer process, from initiation to prognosis. These research directions are often interdisciplinary and address issues that could help translate research into action to prevent cancer and improve its outcome.

Since its inception in 2007, our Continuous Update Project (CUP) has built on the body of knowledge of our Second Expert Report. The scientific findings from the CUP together with the findings and research directions from the Second Expert Report, help shape the research themes that comprise our grant programme and the research principles that underpin it (see sections 4.2 and 4.3). Additionally, as other research areas of particular interest to the World Cancer Research Fund network appear, such as aspects of personal susceptibility to cancer, they also feed into the research themes.

4. WORLD CANCER RESEARCH FUND NETWORK RESEARCH GRANT PROGRAMMES

The World Cancer Research Fund network operates two research grant programmes that provide similar funding opportunities in different regions of the world:

- World Cancer Research Fund International Research Grant Programme, based in London, UK
- American Institute for Cancer Research (AICR) Research Grant Programme, based in Washington DC, USA

The World Cancer Research Fund International Research Grant Programme accepts applications from anywhere in the world except the Americas (North America, Central America including the Caribbean, and South America).

The American Institute of Cancer Research (AICR) manages and funds a separate Research Grant Programme, accepting applications from the Americas only (North America, Central America including the Caribbean, and South America). The details of this programme can be found online at www.aicr.org or by e-mail at research@aicr.org

4.1 WORLD CANCER RESEARCH FUND INTERNATIONAL RESEARCH GRANT PROGRAMME

World Cancer Research Fund International manages and administers the Research Grant Programme on behalf of the following WCRF network charities:

- World Cancer Research Fund (WCRF UK), based in the United Kingdom
- Wereld Kanker Onderzoek Fonds (WKOF), based in the Netherlands
- World Cancer Research Fund Hong Kong (WCRF HK), based in Hong Kong

The WCRF network charities fund the approved grants.

The WCRF International Research Grant Programme consists of two main funding streams:

- Regular Grant Programme
- Request For Application (RFA) Programme

The Request For Applications (RFA) Programme is more targeted than the Regular Grant Programme and concentrates on research topics that have been identified as areas of high priority for the WCRF network.

For more information on the RFA Programme visit www.wcrf.org

On occasions WCRF International will consider applications for special grants, at its discretion, and subject to available funds.

This document focuses on the Regular Grant Programme.

4.2 REGULAR GRANT PROGRAMME RESEARCH PRINCIPLES

The following research principles are criteria for successful applications. Applications to the Regular Grant Programme must adhere to all research principles to be considered for review; applications deemed unaligned with the research principles will not be sent out for review (see section 5.6 Review process).

RELEVANT EXPOSURES

Please note that the aim of this grant programme is to fund research that helps elucidate the role of diet, nutrition (including body composition) and physical activity on cancer. Applications must focus on this.

Relevant exposures encompass both confirmed and possible cancer risk factors related to diet, nutrition (including body composition) and physical activity. The rationale for the chosen exposure needs to be sufficiently justified in the application.

Exposures must be well defined and could include:

- Diet, dietary patterns, other diet related behaviours and – provided that they are part of the usual diet – food, food components and dietary supplements. Please note that proposals focusing on the role of isolated food or herb extracts that are not part of the usual diet will not be accepted.
- Markers of nutrition status, including physiological or metabolic markers; body composition, and measures of growth, development and maturation.
- Physical activity, physical fitness, time spent being sedentary, metabolic or other markers related to physical activity and physical activity related behaviours.

Exposures must be relevant to usual human exposures. For mechanistic research exposures should be in the biochemical form that would normally be encountered by the cell in vivo and at a level that could reasonably be achieved in humans. Exposures in animal research need to be justified in terms of their relevance to exposure in humans. Extreme or unusual exposures, in dose or method of administration, will not be considered.

In this document the above exposures are referred to as ‘relevant exposures’.

CANCER-RELATED OUTCOMES

Outcomes should be specific and well defined. Relevant outcomes include cancer endpoints as well as surrogate markers of cancer, but applications must justify the use of a particular surrogate marker. Applications that aim to validate new surrogate markers will also be considered.
Please note that body composition (e.g. adiposity) and behavioural change will not be considered appropriate outcomes, but they could be appropriate exposures. An exception is made for cancer survivors’ research, for which a wider range of outcomes is allowed. Please see the cancer survivors research theme in section 4.3.

In this document the definition of ‘cancer’ includes the whole cancer process, both before and after diagnosis, from initiation to progression, metastasis and cancer mortality.

**RELEVANCE TO HUMAN CANCER**

Studies must be justified in terms of their direct relevance to human cancer.

Experimental designs outside in vivo human settings, such as the use of cell lines or animal models, will only be considered for relevant studies that examine mechanistic pathways of the cancer process. The relevance to humans and to human cancer of the proposed cell or animal model will need to be clearly explained in the application.

The experimental model needs to be clearly described, including the species and any genetic modification of an animal model. Please note that xenograft and chemically-induced tumour models in animals or in vivo studies outside mammalian systems will not be accepted. Additionally, applications proposing cell line studies are unlikely to be prioritised.

Applications proposing the use of animals must provide a strong and clear justification for the work, including an explanation of why the research aims could not be met using an alternative study model. To help our peer reviewers and Panel of experts assess these applications we ask for detailed information on the proposed research. The questions we ask are based on the advice of the National Centre for the Replacement, Refinement & Reduction of Animals in Research (NC3Rs). The NC3Rs is a UK-based scientific organisation dedicated to the 3Rs (replacing, refining and reducing the use of animals in research and testing). These questions allow applicants to demonstrate how they have considered the 3Rs in their research.

For more information visit [www.nc3rs.org.uk](http://www.nc3rs.org.uk)

Studies involving humans or animals will need the appropriate ethical approval and the relevant licences and/or certification. WCRF International adheres to the guidelines from the Association of Medical Research Charities (AMRC) and subscribes to the AMRC policy on the use of animals in research. For more information visit [www.amrc.org.uk/our-work/animal-research](http://www.amrc.org.uk/our-work/animal-research)
APPROPRIATE STUDY DESIGN

The study design must be appropriate and able to answer the research question. Sufficient information on the proposed study design must be provided. The research question should be formulated as a clear and specific hypothesis, and be explicitly justified.

Please note that, unless it is not feasible or appropriate to collect prospective data, applications proposing a case-control study design not nested in a cohort study, or a cross-sectional study design, will not be accepted.

Applicants need to provide data to support the hypothesis that will be tested and to demonstrate the feasibility of the study. When these data need to be obtained, applicants are encouraged to apply for a Pilot Grant to obtain such data first, before applying for an Investigator Initiated Grant (see section 5.2).

Detailed power calculations for a specific outcome and a clear justification of the proposed sample size must be provided. Please note that applications without sufficient information on the proposed statistical methods, including power calculations, will not be sent out for review. We strongly recommend that you obtain statistical input on the study power before submitting your application; this also applies to studies proposing research on animals.

Epidemiological and clinical study designs need to take into account evidence from basic science, and experimental models need to take into account epidemiological and clinical data. An interdisciplinary approach to the research is encouraged but applicants must demonstrate they have secured the appropriate expertise across all relevant disciplines in their research team (i.e. through consulting, collaborating and/or staffing provision) both in the design of the study and to carry out the research.

When feasible, applicants should optimise resources through appropriate collaborations, for example, the addition of a nutrition or physical activity component to an existing or planned study. When multiple applications are made from a single study population a case-cohort design, wherever possible, is preferred to a nested case-control design.

Applications that solely propose the development of new methodologies, or the validation of food frequency questionnaires and other research tools including new statistical models, will not be accepted. Process evaluation studies will also be excluded.

NOVELTY

Applicants need to demonstrate they will carry out novel and original research. Applications that propose a novel research question from careful interpretation of existing data, and/or propose an innovative approach to an existing research question, will be prioritised: the aim is to test new or innovative ideas, but please note that applicants must still consider the feasibility of their proposed study.

It must be clear from the application that the researchers have carried out a careful assessment of the existing body of knowledge, including the findings from the Continuous Update Project and the Second Expert Report, to demonstrate the novelty and validity of the proposed research question.

IMPACT

To have impact, funded research must contribute to a better understanding of the role of diet, nutrition (including body composition) and physical activity in cancer. Ultimately it should make a difference to people’s lives. The outcome of the research must, in some way, contribute towards helping people reduce their risk of developing cancer, and/or improve the outcomes of cancer survivors.

Applicants need to demonstrate they have considered the potential impact of their research in relation to all or some of the following areas, as appropriate:

- Direct effect and/or potential for translation into clinical practice
- Usefulness to other researchers in the field
- Outreach to the general public and/or patients
- Influence on public health, including, when relevant, in policy settings

Please refer to the sections 5.4, 7.4 and 7.5 for more information on impact.
RESEARCH **PRINCIPLES** AND **THEMES**

The research principles and themes define the scientific scope of the World Cancer Research Fund International Regular Grant Programme.
Applications to the Regular Grant Programme must fall into one or more of the research themes listed here. These themes have been derived from the research directions and knowledge gaps identified by the Second Expert Report and the Continuous Update Project reports (see section 3), as well as from emerging areas of research of particular interest to the WCRF network.

Please note that any application, in addition to falling into one or more of the following research themes, must adhere to all the research principles as described in section 4.2.

1. Address emerging exposure-outcome links relating diet, nutrition (including body composition) and physical activity to cancer

This theme encourages the exploration of new relevant exposures, of relevant exposures with under-researched cancers, or with cancers not previously associated with those exposures, but a valid rationale will be expected.

For example, links flagged as limited suggestive or noted from narrative reviews in the Continuous Update Project reports and/or the Second Expert Report might merit more investigation. Please refer to the individual reports on our website, at www.wcrf.org/cupreports

Additional examples within the scope of this theme include:

- Studies that explore the relationship between cancer and other chronic diseases and conditions, such as diabetes, in the context of diet, nutrition (including body composition) and physical activity.

- Studies exploring the links between diet, nutrition (including body composition), physical activity and cancer in relation to the genetic and molecular profiles of tumours.

- Studies exploring the possible links between diet, nutrition (including body composition) and physical activity and the tumour microenvironment and metastatic process.

- Studies that aim to explore novel epidemiological findings in a larger cohort.

2. Improve the characterisation of existing exposure-outcome links relating diet, nutrition (including body composition) and physical activity to cancer

This theme encourages studies that better characterise known links between relevant exposures and cancer. We welcome the use of new methodologies to aid the characterisation of whole diets and patterns of diet and physical activity linked to cancer, for example the use of metabolomics to identify metabolic profiles that might link certain dietary or physical activity patterns with cancer. Studies that explore established exposure-outcome links in new populations – whether ethnically, geographically or culturally different – are also of interest.

Additional examples within the scope of this theme include:

- Studies that estimate the effect of physical activity and sedentary behaviour independently of body composition, and clarify the volume (amount,
Studies aiming to develop biomarkers of intermediaries between adiposity or physical activity, and cancer.

Studies that better characterise types of processing in meat and carbohydrate-related exposures in relation to cancer.

Studies that explore how changes in exposures, such as changes in body composition, dietary modifications or physical activity, relate to cancer outcome or to recognised surrogate markers of cancer.

Studies that characterise interactions among foods and nutrients, and physical activity, in relation to cancer.

Studies aiming to develop a more integrated approach to overall patterns of diet and physical activity, such as studies that explore the impact of adhering to our Cancer Prevention Recommendations.

3. Identify and characterise host factors/susceptibility that might explain variation in cancer risk, progression or prognosis in response to diet, nutrition (including body composition) or physical activity.

Although characterisation of the biological abnormalities and the aberrant behaviour of cancer cells is critical to understanding the role of diet, nutrition and physical activity in cancer, it is also important to understand what underpins susceptibility of individual people to develop these abnormalities and allow them to progress to clinical cancer, as well as their response to therapy.

Variation in susceptibility to cancer or in its progression is likely to be influenced by host factors. These host factors might be fixed, such as age, gender, ethnicity and genetic variation, or potentially modifiable, such as hormonal, immunological, metabolic and epigenetic influences.

We are interested in how diet, nutrition and physical activity exposures might interact with or operate through these host factors to modulate personal susceptibility and response to therapy.

In addition, factors related to nutritional or physical activity status might modify an individual's response to other exposures.

Better characterisation of the dietary, nutritional or physical activity determinants of variability in an individual's personal susceptibility to cancer and response to treatment, as well as a better understanding of what underpins that variability, would permit a more stratified approach to preventive or management strategies.

Additional examples within the scope of this theme include:

- Studies that help identify genetic and epigenetic variations that modify susceptibility to or clinical course of cancer, or might contribute to prognostic scoring, in relation to diet, nutrition (including body composition) and physical activity.

- Studies that address how relevant exposures at critical periods during the life course affect susceptibility to, or the clinical course of, cancer.

- Studies that investigate specific exposures that impact on growth, development and maturation (e.g. adrenarche, menarche), and that identify epigenetic or other biomarkers that predict or impact on later disease susceptibility.

- Studies that aim to characterise optimal growth trajectories that take account both of cardiometabolic and cancer risk.

- Studies that characterise the dose response (including possible threshold or plateau effects) in relation to body composition, energy intake, expenditure and balance, sedentary habits and related exposures over the life course, and their interactions and related mechanisms.

- Studies that help understand the impact of relevant exposures on the immune and endocrine systems in the context of cancer; for example, studies exploring the impact of relevant exposures on inflammation or on persistence of viral infection within the context of cancer are of interest.

- Studies that explore how diet, nutrition (including body composition) and physical activity interact with the human microbiome, and how this in turn might relate to cancer. Also, studies exploring how the microbiome response to diet or dietary change varies between people, in relation to cancer.

4. Identify and characterise progression and outcome in cancer survivors in relation to diet, nutrition (including body composition) and physical activity.

The WCRF/AICR Second Expert Report and the Continuous Update Project have identified a relative lack of good quality evidence in the area of cancer survivors; therefore we particularly welcome proposals in this area. Cancer survivors include anybody who has received a cancer diagnosis.

To accommodate the clinical complexities of research on cancer survivors we allow a wider range of outcomes for this research theme. For cancer survivors, relevant outcomes may include:

- Survival
- Tumour recurrence
- Quality of life
- Behavioural change
- Development of second primary cancers
- Metastasis
- Effectiveness or toxicity of treatment
- Body composition
Please note that the exposure must be related to diet, nutrition (including body composition) and physical activity, as described in section 4.2.

Both intervention and observational studies are acceptable, but exposures, outcomes and possible confounders, when appropriate, need to be well characterised. Applications including a study component that aims to characterise the biological mechanisms that might explain an effect in cancer survivors are also welcome. For example, evidence from small and short-term trials suggests that proposed biological mediators are favourably affected by weight loss or activity interventions but longer-term studies in cancer patients are needed to understand mechanisms and substantiate recommendations for cancer patients.

The feasibility of proposed interventions is particularly relevant in cancer survivors research, and must be clearly justified in the application. Please note that applications submitted without sufficient detail on the feasibility, acceptability, clinical relevance, statistical power or expertise, will not be sent out for external review. Consider applying for a Pilot Grant if preliminary data are needed, or study parameters need to be defined (see section 5.2).

Additional examples within the scope of this theme include:

- Studies exploring the impact on cancer-related outcomes of interventions aimed at changing diet, nutritional status (including body composition) or physical activity in cancer survivors.
- Studies that explore genetic or epigenetic differences between cancer survivors (or their tumours) in relation to the impact of diet, nutrition (including body composition) and physical activity on outcomes, and identification of which cancer survivors are more likely to respond to interventions based on those exposures.
- The addition of a nutrition or physical activity component to an existing or planned study on cancer survivors.
- Studies that aid a better understanding of the nutritional, physical activity and anthropometric trajectories of cancer survivors from before diagnosis to after treatment in relation to cancer outcomes in routine clinical practice; studies should characterise the timing of events in relation to diagnosis, treatment and progression.
- Studies that help the development of risk prediction for prognosis scoring in relation to diet, nutrition (including body composition) and physical activity.
- Studies that help understand the role of relevant exposures and related pathways in cancer metastasis.

5. Identify mechanisms that underpin links between diet, nutrition (including body composition), physical activity and cancer

This theme encourages research that explores mechanisms that help strengthen the inference of causality observed between relevant exposures and cancer development or progression. Please note that this type of research must be relevant to the epidemiological and clinical body of knowledge.

For example, links identified in the Continuous Update Project reports and/or the Second Expert Report might merit more investigation. Please refer to the individual reports on our website, at [www.wcrf.org/cupreports](http://www.wcrf.org/cupreports)

Research in this area is especially likely to benefit from interdisciplinary work and the use of newer technologies, such as genomics, epigenomics and metabolomics, but such studies should be hypothesis-driven and based on preliminary data.

Additional examples within the scope of this theme include:

- Studies that integrate clinical and epidemiological research with advances in molecular genotyping and phenotyping.
- Studies that aim to identify and characterise biological mechanisms behind genetic and/or epigenetic profiles associated with diet, nutrition (including body composition), physical activity and cancer.
- Studies that explore the mechanisms linked to specific “Hallmarks of cancer”; please note these types of application must propose an exposure relevant to diet, nutrition (including body composition) or physical activity, as described in section 4.2.
- Studies exploring disordered regulation of metabolism at the whole body, tissue or cellular level including cellular energetics and its control.
- Studies that explore the role of nutrition, including body composition and physical activity, on the interactions between tumour cells, the tumour environment and the host.
- Studies exploring the biological mechanisms that might explain observed associations between meat processing, and between carbohydrate-related exposures, and cancer.
- Studies exploring mechanisms behind the interaction of the microbiome with diet and with the host in relation to cancer outcomes.
- Studies that aim to translate relevant mechanistic findings to a human setting.
5. HOW TO APPLY

Please note that the terms and conditions have been updated and we request that both applicants and relevant representatives from their institutions review them carefully before considering applying for a grant. Please read section 7. Procedures for Funded Grants: terms & conditions.

Also please note that applications must adhere to all the research principles (see section 4.2) and fall under one or more of the research themes (see section 4.3).

5.1 ELIGIBILITY

Grant applications are open to a Principal Investigator based at a research institution from any country outside the Americas (North America, Central America including the Caribbean, and South America). The AICR Research Grant Programme (www.aicr.org) accepts applications from the Americas (see section 4).

World Cancer Research Fund International encourages international collaborations. Please note that although the Principal Investigator of an application cannot be from an institution based in the Americas, co-applicants and collaborators can be based in those countries, and a portion of the research work can be carried out at their institutions.

Applications from low- and middle-income countries are also encouraged, such as for high quality studies that explore relevant exposure-outcome links in under-researched regions or populations, but applicants should ensure the relevant expertise has been secured, for example through appropriate international collaborations.

INSTITUTIONS

The Regular Grant Programme accepts applications from universities, medical schools, hospitals, research institutes and other academic centres. Research for commercial organisations is not eligible.

A maximum of four applications will be accepted from one institution in any one grant cycle; it is the responsibility of the Principal Investigators and the host institution to coordinate the number of applications submitted. Institutions are encouraged to contact us to discuss the prioritisation of their applications, if needed.

Please note that prior to starting a grant, the Principal Investigator and the institution will need to accept the terms and conditions as covered in section 7. It is the responsibility of the applicant to make sure all appropriate departments are aware of the terms and conditions before an application is submitted. Any queries regarding the terms and conditions of a grant should be raised before submitting an application.

PERSONNEL

Principal Investigator (PI)

- The Principal Investigator must hold a senior established research position (not a PhD student) at the host institution.
- Only one application per Principal Investigator per grant cycle is permitted.
- Only one person can act as the Principal Investigator, though an applicant can be a Principal Investigator for one application and a co-applicant in one or more other applications (up to a maximum of four).
- If a Principal Investigator moves institution or the application changes Principal Investigator during the review process, the applicant must alert us before the change takes place, as per the procedure detailed in section 7.2.
- The Principal Investigator’s salary cannot be covered by the grant, wholly or partly.

PhD Students

If a PhD student is to be included on a research grant project, the following criteria must be met:

- The host institution must be responsible for the progress and training of the PhD student and must ensure adequate supervision and assessment of the student’s progress and the research training provided.
The PhD student should be a full-time student, spending 100% of their time on the project. Refer to section 5.5 Grant budgets for suggested PhD stipends and allowed fees.

MATERNITY AND LONG-TERM SICK LEAVE ARRANGEMENTS
Personnel employed on a grant are employees of the institution awarded the grant. Therefore, all employee benefits, including those pertaining to maternity and sick leave, will be the responsibility of the institution awarded the grant. If personnel essential to the project become unable to work due to maternity leave or long-term sickness, a replacement must be sought. For more information see section 7.2.

5.2 TYPES OF GRANTS
The Regular Grant Programme comprises two main grant types:

INVESTIGATOR INITIATED GRANTS
Investigator Initiated Grants (IIGs) are awarded to Principal Investigators for a maximum of £250,000 for up to four years, with a limit of £75,000 for any one year.

PILOT GRANTS
Pilot Grants (PGs) are intended as start-up funds for pilot research to allow the development of innovative ideas relevant to our research themes. This will allow researchers to collect preliminary data to take them to a stage where an application for an IIG would be appropriate. Applicants need to be clear and explicit regarding the purpose of the Pilot Grant research study, in particular what specific aspects are being piloted (e.g. feasibility, preliminary data for power calculations etc.) and what the next expected research steps would be after completion of the grant. These grants are for a maximum of £60,000 for up to two years.

5.3 TYPES OF APPLICATIONS
This section contains information relating to the possible types of applications to the Regular Grant Programme. See section 5.6 for more information on the application and review stages.

NEW APPLICATION
Most grant applications are for new projects. Researchers can only submit one application per grant cycle as the Principal Investigator.

REVISED APPLICATION
Applications rejected at the outline application stage will only be accepted in subsequent years if they have been substantially improved and/or aligned with the research principles and themes of the grant programme, as appropriate. Applications that have been rejected twice at the outline application stage cannot be resubmitted to the grant programme. Applications rejected at the full application stage must be resubmitted at the outline application stage in the next grant cycle. These revised applications should address all issues raised by the Grant Panel and peer reviewers as provided in the feedback to the applicant in the previous cycle. Revised applications compete equally with all applications at the outline application stage.

GRANT RENEWAL APPLICATION
At the discretion of WCRF International, research grants may be renewed once, provided the research builds on the previous grant. Renewal proposals can be submitted directly at the full application stage of the next cycle, but the Principal Investigator of a current grant should contact WCRF International to register intent to apply for a renewal grant before the outline application stage deadline. Details on how to apply will be provided. Please note that applications examining a completely different research question to that in the original grant will not be considered for renewal.

Renewal applications compete equally with all applications at the full application stage in that cycle. Applicants will need to submit an up-to-date progress report alongside their proposal, as well as any published papers, manuscripts and conference abstracts.

APPLICATIONS PREVIOUSLY UNSUCCESSFUL AT THE BOARD MEETING
Applications are ranked according to scores awarded by the Grant Panel, and grants are awarded according
to their ranking, the priorities of the World Cancer Research Fund network, and the funds available at the end of each fiscal year (September). Some applications judged to be of sufficient scientific merit for funding by the Grant Panel, and presented to the Board of Trustees to consider for award, might not be funded due to limited funds (see section 5.6).

At the discretion of WCRF International, if applicants would like to reapply in the next cycle they can submit directly at the full application stage of the next cycle. Applicants must inform WCRF International that they hope to resubmit their application before the outline application stage deadline. Please note that a Principal Investigator can either resubmit an application previously unsuccessful at the Board meeting OR submit a new application at the outline application stage, but not both.

Applications previously unsuccessful at Board meeting compete equally with all applications at the full application stage.

5.4 RESEARCH IMPACT

The Regular Grant Programme aims to fund research that has demonstrable impact, to help us achieve our mission. Grant applications will be assessed on how clearly they convey the potential impact of the proposed research. We understand that the impact of the research can be hard to envisage before the completion of the study, but applicants are asked to consider the potential and realistic impact of their research and to document this in the form of specific impact objectives in their grant applications.

As part of these impact objectives, applicants also need to include a clear and appropriate dissemination plan for their research and its findings, including maximising opportunities to engage with other researchers, clinicians, policy makers and/or the general public, as appropriate.

Once the grant has started, Principal Investigators will be asked to track progress on their grant monitoring against the stated impact objectives, as well as against any new impact objectives that may emerge during the course of the research. One aim of this process is to help us ascertain and document the realistic impact of our research programme.

Please refer to the research principles in section 4.2, as well as sections 7.4 and 7.5 of the terms and conditions for more information on impact and how to monitor it.

Examples of areas where the impact of research could be shown are listed below:

- Citations of published papers
- Presentation of findings at conferences
- Collaborations derived from the study
- Further funding leveraged or new funding opportunities (government matched funding, follow up grant, etc.)
- Public engagement activities (public talks or presentations, newsletter articles, blog posts, etc.)
- Professional development of the members of the research team (PhD thesis achieved through the funded study, Post-Doctoral Fellow able to apply for new grant as a Principal Investigator, etc.)
- Awards and recognitions to the Principal Investigator and the research team
- Research materials (development of a new model or process to improve the NC3Rs, etc.)
- Development of products or interventions (diagnostic tests, interventions and/or clinical trials originated from the original grant study, etc.); intellectual property (patents or copyrights)
- Influence on public health and, when relevant, on policy (input into national or international guidelines, participation in policy committee, etc.)

Demonstrable impact in low- and middle-income countries is particularly valuable.
5.5 GRANT BUDGETS

IIGs are awarded for a maximum of £250,000 for up to four years, with a limit of £75,000 for any one year. PGs are awarded for a maximum of £60,000 for up to two years. Budgets must be realistic estimates of the funds required for the proposed research.

Budgets should cover the costs of such items as salaries for personnel (excluding the Principal Investigator), research equipment, supplies and travel to conferences/meetings. Budgets must be submitted in pounds sterling (GBP) only.

Full application budgets must contain a detailed breakdown of each item per year and a detailed justification of all elements of the budget. At the outline application stage a brief description of each budget section will be sufficient. For more information on adding the budget to the application form see section 6.

Accurate financial tracking and management of the grant is the responsibility of the Principal Investigator together with the institution’s finance department. For more information on the terms and conditions see section 7.

PERSONNEL

Principal Investigator
The salary of the Principal Investigator cannot be included in the grant budget, wholly or partly. The grant may cover the salary or stipend of personnel (other than the Principal Investigator) involved in the project, including the stipend or salary of PhD students.

If necessary, calculate and include the percentage of any time claimed by any co-applicants and collaborators, if their respective institutions do not cover that time.

Please note that those compensated in whole or in part with funds from a grant shall not be considered as employees of the World Cancer Research Fund network charities. For more information on the terms and conditions see section 7.

PhD student stipend
We appreciate that PhD studentships, or the remuneration paid to PhD students, vary between countries. In order to recruit high quality students, we recommend that the stipend award be at the top end of the scale for PhD studentships.

Additionally, up to £2,000 per year charged by the host institution towards PhD fees can be added to the budget.

EQUIPMENT

Please note that only equipment essential for the study will be considered. Items costing more than £700 must be itemised.

TRAVEL TO CONFERENCES

WCRF International encourages Principal Investigators and other grant personnel to attend conferences and relevant scientific forums to present the grant’s outputs, and will provide funds towards the cost of travel, registration and accommodation. These funds must only be used to allow the attendees to present work funded by the grant, in the form of a poster or oral presentation.

The maximum allowance for travel is £3,000 for IIGs and £1,500 for PGs over the duration of the grant period.

Other pertinent travel costs not related to conferences should be included under the miscellaneous section of the budget.

MISCELLANEOUS

Other relevant and justifiable additional costs pertaining to the study, such as the travel expenses of study participants, travel to any meetings that might be required to co-ordinate multicentre studies, maintenance contracts, or the cost of obtaining certification or licenses to carry out research involving humans or animals, can be added under the miscellaneous section.

Funds to cover the cost of publishing under open access can be included in this budget section (see section 7.5.4 Publication under Open Access).

Please note that all costs added to this budget section will need to be itemised and clearly justified in the application.

INSTITUTIONAL OVERHEADS

Budgets should not contain overheads or any institutional expenditure; only the direct cost of research should be included.

5.6 REVIEW PROCESS

We operate a two-stage process for reviewing grant applications. Applications that are not clearly relevant to the goals of the Regular Grant Programme, as outlined in this document, will not be sent for review. The timeline for the current grant cycle can be found in section 5.7 of this document.

STAGE 1: OUTLINE APPLICATIONS

Outline applications are accepted between mid July and early October each year. The deadline for submission of outline applications for the 2015/2016 cycle is 9 October 2015, 5pm UK time (GMT).

With the support of our Panel Chair we triage all the outline applications and those applications that do not adhere to the research principles and themes, as well as those from Principal Investigators who are not eligible to apply, will be rejected at this stage and not be sent for review to the Panel. Applications with missing information, forms or attachments may also be rejected at triage.

The Grant Panel reviews the outline applications that are in scope after the triage review. During the first Grant Panel meeting in November the Panel evaluates the scientific merit of the applications, their feasibility and their particular relevance to the
research principles and themes. They then advise on which applicants should be invited to submit a full application. Principal Investigators are notified of the outcome of their application in December and are provided with any feedback from the Panel.

STAGE 2: FULL APPLICATIONS

The Principal Investigator for each recommended outline application is invited to submit a full application. The deadline for submission of invited full applications for the 2015/2016 cycle is 12 of February 2016, 5pm UK time (GMT).

Each full application is assigned two or more external peer reviewers, who provide a written review. Suggested peer reviewers for each application are obtained from the Grant Panel, from the applicants and from suggested peer reviewers who are unable to review the application.

The Grant Panel members review the full applications prior to the second Panel meeting, using the external peer reviews to assist them in judging the scientific merit of the proposals. Full applications are then discussed at the second Grant Panel meeting in June 2016.

Considerations when reviewing applications include the following:

- Quality of the hypothesis and the supporting evidence
- Appropriateness of study design including statistical considerations
- Feasibility in relation to timeline and budget
- Access to the required expertise
- Innovation/originality
- Potential impact
- Relevance to the research themes and principles

At the meeting, after discussion its strengths and weaknesses, Panel members give each application a numerical score between 1 and 5 according to scientific merit. The scores are averaged and the applications ranked by score, to prioritise them as a basis for funding decisions. Further information or clarification may be requested from the applicant after the second Panel meeting before a final decision is made. Please note that this is not an indication that the application will be put forward for funding.

Rejection indicates insufficient merit to warrant funding. The written peer reviews and a summary of the Panel discussion are provided in unattributed form to the applicants at the end of the process.

Final approval for funding grants is decided by the relevant WCRF network charity Board of Trustees at the end of September 2016. Please note that although approval by the Grant Panel indicates that the application is of sufficient scientific merit to be considered for funding, it is not a guarantee of funding, as the relevant WCRF network charity Board of Trustees makes the final decision.

Principal Investigators of applications awarded a grant will be notified by early October 2015. Notification of awards will include details of the grant amount and the WCRF network charity that is funding the grant. Funding must begin between 1 November 2016 and 1 April 2017 (see section 7.1).

CONFLICTS OF INTEREST

Grant Panel members and external peer reviewers do not review an application that has been submitted by themselves (as Principal Investigator or co-applicant), by a member of their institution, or by an applicant with whom they have any involvement in the project, or with whom they might have a possible conflict of interest.

If a Grant Panel member has a conflict of interest for a particular application, the other Grant Panel members review it and the conflicted Panel member is excluded from discussion on the proposed project.

The Regular Grant Programme has been audited by the Association of Medical Research Charities (AMRC) and has been awarded a certificate to show that it follows best practice when peer reviewing grant applications.

CONTRACT TERMS AND CONDITIONS

The World Cancer Research Fund International terms and conditions (as described in section 7) will need to be accepted by the Principal Investigator of the approved grants, as well as by relevant representatives of the host institution, including Finance, Human Resources and Public Relations/Communications departments. Grant applicants are asked to alert their legal department to the grant’s terms and conditions before submitting an application.

COLLABORATION WITH OTHER FUNDING BODIES

With the consent of the applicant, World Cancer Research Fund International may occasionally enter into collaboration with other organisations to jointly fund an application for high-quality research that meets the objectives of both organisations.

All applications considered for collaborative funding will be reviewed using the standard World Cancer Research Fund International grant application process (detailed in this document), which includes both Grant Panel review and external peer review. In addition, it is expected that the collaborating organisation may also want to review the application using their internal application review process. Rejection by the collaborating organisation will not affect eligibility for funding by the World Cancer Research Fund International Regular Grant Programme. Applicants will be informed as soon as possible if their application is deemed potentially eligible for a collaborative grant.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 July 2015</td>
<td>Call for outline applications.</td>
</tr>
<tr>
<td>09 October 2015</td>
<td>Deadline for outline applications submission (online).</td>
</tr>
<tr>
<td>November 2015</td>
<td>Grant Panel meeting 1</td>
</tr>
<tr>
<td></td>
<td>• Review outline applications and select for full applications.</td>
</tr>
<tr>
<td>14 December 2015</td>
<td>Call for full applications.</td>
</tr>
<tr>
<td>12 February 2016</td>
<td>Deadline for full applications submission (online).</td>
</tr>
<tr>
<td>March/April 2016</td>
<td>Peer review process.</td>
</tr>
<tr>
<td>May 2016</td>
<td>Full applications and peer reviews sent to Grant Panel for review.</td>
</tr>
<tr>
<td>June/July 2016</td>
<td>Grant Panel meeting 2</td>
</tr>
<tr>
<td></td>
<td>• Review applications and prioritise grants on scientific merit.</td>
</tr>
<tr>
<td>Late September 2016</td>
<td>Approval of grants for funding by the appropriate WCRF Board of Trustees.</td>
</tr>
<tr>
<td>1 November 2016 – 1 April 2017</td>
<td>New grants begin.</td>
</tr>
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REGULAR GRANT PROGRAMME REVIEW PROCESS

NEW GRANT CYCLE

GRANT PANEL

MONITORING GRANTS

- Review progress reports

GRANT PROGRAMME DEVELOPMENT

- Advice on Research Programme

1ST GRANT PANEL MEETING

- Attend Panel meeting
- Review grant applications
- Recommend peer reviewers

EXTERNAL PEER REVIEWERS

2ND GRANT PANEL MEETING

- Attend Panel meeting
- Identify fundable grants and priorities

EXECUTIVE COMMITTEE

NATIONAL BOARD MEETING

- £££ GRANT FUNDING

GRANT APPROVAL

- £££ GRANT FUNDING

WCRF INTERNATIONAL SCIENCE AND RESEARCH DEPARTMENT

REGULAR GRANT PROGRAMME REVIEW PROCESS
All applicants must apply online, using the online application forms. There are different online forms for the outline and the full application stages: please ensure you are using the correct one.

The link to the online form, as well as the template attachments, will be made available at www.wcrf.org/apply for the outline application stage, and via email for the full application stage.

Applicants will need to register first and then can leave and re-enter the online form at any point. Applicants need to fill in the online form, upload the completed attachments provided and submit the application. The online form will send applicants an automatic email to acknowledge the submission. Please ensure you have received this confirmation email (check your Spam folder if needed).

2. CONTACT DETAILS FOR CO-APPLICANTS
Co-applicant(s) details: Enter the name and contact details for up to four co-applicants. The application must include at least one co-applicant. Additional professional details of the Principal Investigator and the co-applicants can be added to the main grant proposal (attachment 1).

3. SCIENTIFIC ABSTRACT AND KEYWORDS
Scientific abstract: (max. 500 words) the scientific abstract needs to be included in the main grant proposal (attachment 1), see section 4 below and copied to this section of the online form. Distribute the information into the sections ‘Background’, ‘Hypothesis and Objectives’, ‘Setting and Methods’, and ‘Impact’.

Keywords: please give up to 10 keywords that describe the project.

4. ATTACHMENTS
Two attachments need to be uploaded at the outline application stage.

Attachment 1. Main grant proposal

Present your main grant proposal clearly and logically, to help the review process. Please note that revised applications (see section 5.3) from a previous cycle need to highlight clearly any changes to the resubmitted application. These applications need to address all issues raised by the peer reviewers and/or the Grant Panel as provided in the previous application’s feedback.

1a) Research themes: select all WCRF International research themes covered by the proposed study. You can include overlapping themes in addition to the main theme that you selected in the online form. For more information on the research themes please refer to section 4.3.

1b) Scientific abstract: (max. 500 words) the scientific abstract needs to provide sufficient detail to convey clearly the rationale, main aims, research approach and potential impact of the study. Please note the scientific abstract is an essential document in the review process: it will be assessed by the Grant Panel and therefore needs to contain all important information. Structure the abstract under the headings ‘Background’, ‘Hypothesis and Objectives’, ‘Setting and Methods’, and ‘Impact’.

1c) Hypothesis, objectives and milestones: (max. 200 words) state the hypothesis, expand on the objectives and specify the milestones of the proposed research, in the sequence in which they are to be studied, including all primary and any secondary outcomes.

1d) Study design: (max. 500 words) the study design needs to be described in sufficient detail for the reviewers to understand precisely what is proposed. Use a table and/or a schematic representation if this helps (these are not included in the word count). The study design must adhere to the research principles (section 4.2).
The experimental model and/or the study population must be sufficiently described and justified. When relevant applications must include detailed and explicit power calculations for a specific outcome and a clear justification of the proposed sample size. Please note that sufficient statistical power is a condition for progressing the application to the next stage of review.

1e) Budget details: provide an overall amount divided into components including personnel, equipment, supplies, travel to conferences, miscellaneous. Add a brief description of each component.

See section 5.5 for more information on the budget specifications. Ensure that you abide by the restrictions (i.e. maximum total budget, maximum amount to travel to conferences allowed, permitted salaries, PhD stipend and fees, etc.). The budget must be added in pounds sterling.

1f) Other funding: indicate any current funding support (pending and approved) that is relevant to the proposed study.

1g) Principal Investigator biographical information: provide a CV, including current position, and list five recent relevant publications for the Principal Investigator.

1h) Co-applicant(s) biographical information: provide a CV, including current position, and list five recent relevant publications for the co-applicant(s).

1i) References: a selected list of relevant references should be listed using either the Harvard or Vancouver style.

Attachment 2. Administrative forms and signatures

All sections in this attachment must be completed and signed. If the Principal Investigator is temporarily unable to secure a signature prior to submitting the application, he or she must inform WCRF International as soon as possible before the submission deadline. Please note that applicants who submit a blank or incomplete administrative form without having previously informed WCRF International might have their applications rejected straightaway.

2a) Declaration: the Head of Department (or an authorised organisational officer, i.e. a person with authority to sign documents on behalf of the head of department), the Finance Officer and the Principal Investigator need to sign a declaration stating that the information contained in the grant application is correct, and that they will comply with the WCRF International’s guidelines and the Terms and Conditions if a grant is awarded as a result of this application.

2b) Terms and conditions: the Principal Investigator needs to sign this section to indicate that s/he has read the terms and conditions (section 7) and has distributed them to relevant colleagues. Please note that, if a grant is awarded, several representatives of the host institution will need to agree to these terms and conditions prior to the start of a grant.

6.2 FULL APPLICATION FORM: STAGE 2

After the first Grant Panel meeting, the Principal Investigators of all outline applications recommended for further consideration will be invited to submit a full application. On notification of progression to the full application stage, applicants will be emailed instructions on how to submit their full application, as well as the relevant attachment templates and the link to the full application online form.

The following information will be needed:

1. MAIN PROJECT DETAILS

Principal Investigator details: include full name, institution, full address, email, telephone (including country and area code) and main scientific discipline for the Principal Investigator. Please note that the email address will be used for all communication, including acknowledgement of receipt of your application.

Project details: include the grant type (see section 5.2), type of application (see section 5.3), project title, total funds required, length of study (in months) and a single main WCRF International research theme covered by the proposed study (see section 4.3), cancer type, and whether the application proposes to use animals. The total funds required must be given in pounds sterling. Do not enter any punctuation marks or currency symbols in the field, only numbers. Please ensure the amount entered in this field matches the budget provided in attachment 2.

2. CONTACT DETAILS FOR CO-APPLICANTS, COLLABORATORS AND POTENTIAL PEER REVIEWERS

Co-applicant(s) and Consultant(s)/Collaborator(s) details: Supply the name, contact details and main scientific discipline for up to 6 co-applicants. Each application must have at least 1 co-applicant. If relevant, applicants should supply the names, contact details and main scientific disciplines for up to two consultant/ collaborators (people engaged on this project from within or outside the applicant’s institution who are not deemed to be co-applicants). Additional biographical information needs to be provided in attachment 3. Letters of support from all co-applicants and collaborators must be provided as part of attachment 5.

Peer reviewers: Applicants must provide at least 2, and preferably 3, potential peer reviewers for their application. These peer reviewers must not in any way be connected with your study or institution. Please note it is essential these peer reviewers are able to provide an informed and impartial review of the application. Applicants may also identify individuals whom they would prefer WCRF International does not approach to peer review the application.

3. SCIENTIFIC ABSTRACT, PLAIN LANGUAGE SUMMARY AND KEYWORDS

Scientific abstract: (max. 500 words) the scientific abstract needs to provide sufficient detail to convey
clearly the rationale, main aims, research approach and implications of the study. The full application abstract needs to reflect any changes from the outline application stage. Please note the scientific abstract is an essential document in the review process: it will be assessed by the Grant Panel and hence needs to contain all important information. Structure the abstract under the headings ‘Background’, ‘Hypothesis and Objectives’, ‘Setting and Methods’, and ‘Impact’.

Plain language summary: (max. 500 words) the plain language summary should be written at the level of newspaper and magazine articles, so it can be easily understood by the general public. Avoid complex scientific terms. The plain language summary should clearly state the need for the study, its main aims, any unique elements of the work and should concisely state the importance of the study.

Distribute the information into the sections ‘Background’, ‘Aims and Objectives’, ‘How It Will Be Done’, and ‘Potential Impact’.

Keywords: up to 10 keywords that describe the project will also need to be supplied.

4. ATTACHMENTS

Templates for attachments 1 to 4 will be supplied. Attachment 5, and when relevant, attachment 6, can be uploaded as a Word or PDF file.

The following information is required:

Attachment 1. Main Grant Proposal

Please note that any resubmitted applications from the previous cycle (see section 5.3) need to address all issues raised by the Grant Panel and/or peer reviewers, as provided in the previous application’s feedback. All changes need to be acknowledged and highlighted in the application. Renewal applications (see section 5.3) need to indicate clearly how the renewal proposal builds on the original grant.

1a) Research theme: select all WCRF International research theme covered by the proposed study (see section 4.3). You can include overlapping themes in addition to the main theme that you selected in the online form. Please note that the research themes can change if the focus of the application has shifted from the outline application stage.

1b) Background and significance: (max. 1,000 words) this section should review the background literature and existing knowledge that has led to the hypothesis to be investigated. State the relevance of the proposed research to the understanding of the impact of diet, nutrition, (including body composition) and physical activity on cancer. References should be listed in Section 1k. References, tables and figures are not included in the total word count.

1c) Hypothesis and objectives: (max. 500 words) describe the hypothesis, or hypotheses, to be tested. Ensure the hypothesis is clear, specific, explicit and focused. List the objectives and link them to the hypothesis.

1d) Objectives and milestones: (max. 1,000 words) expand on the study objectives, including all primary and any secondary outcomes, and link them to the milestones of the proposed research, in chronological sequence. Use a table and/or schematic representation if this helps (these are not included in the word count).

1e) Study design: (max. 2,000 words) the study design needs to be discussed in sufficient detail for the reviewers to understand precisely what is proposed. Use a table and/or a schematic representation if this helps (these are not included in the word count). The study design must adhere to the research principles (section 4.2).

Make sure that any animal or other experimental model and/or the study population are sufficiently described and justified. Applications involving animals need to demonstrate that the study follows an ethical framework for conducting research using animals humanely, such as the principles proposed by the National Centre for the Replacement, Refinement and Reduction of Animals in Research (NC3Rs, see www.nc3rs.org.uk). These applications will need to address additional questions on how the 3Rs principles, or the principles of a similar framework, have been implemented. A separate form will be provided for those applications; this form can be uploaded with attachment 5.

Applications must include detailed and clear description of the planned statistical analyses, including power calculations for a specific outcome, and a clear justification of the proposed sample size. Applications exploring interactions need to ensure the sample size provides sufficient power to study interactive effects.

1f) Impact objectives: list and briefly describe any specific impact objectives from the research study and its findings. Include a dissemination plan. See sections 4.2, 5.4, 7.4 and 7.5 for more information.

1g) Questions/feedback from the outline application stage: use this section to address all concerns or queries from the Grant Panel included in the feedback from the outline application and/or highlight here how you have addressed them throughout this full application. These questions or requests would have been sent to you with the full application invitation. Take into consideration how any changes might affect the application, including the budget or personnel needs.

1h) Facilities: (max. 500 words) briefly describe availability of relevant laboratory space, major equipment and other facilities.

1i) Project personnel details: list all personnel involved in the project, including the position e.g. laboratory technician, Postdoctoral Fellow), a brief overview of their roles and responsibilities, an estimation of the amount of time they will spend on the project and whether the positions are currently filled. Detailed biographical information on the Principal Investigator and the co- applicant(s) and any consultants/ collaborators can be provided in attachment 3.
1j) PhD studentships: confirm that the Principal Investigator’s institute has the necessary training and procedures for supervision and assessment of PhD students.

1k) References: relevant references should be listed here using either the Harvard or Vancouver style.

Attachment 2. Budget Proposal

Please read section 5.5 and 7.4 of the guidelines carefully when planning the budget, and ensure that you abide by the restrictions. The budget must be added in pounds sterling.

The budget should be presented under the following main headings: personnel, equipment, supplies, travel to conferences, miscellaneous. All budget components, including miscellaneous, need to be justified and other funding and research support available to the project should be noted.

2a) Budget sheet: add the budget within the Excel spreadsheet saved in the table. Make sure you check the budget carefully before submitting it. Do not save this attachment as a PDF file.

Personnel: when possible, personnel should be named with their title, otherwise indicate ‘to be named’. For each person to be supported by the research grant (including PhD students stipends), show grade, percentage time to be spent on the project, salary and the employer’s combined contribution to Superannuation and National Insurance (where applicable). Annual salary increments (including cost of living increases) or other equivalent annual increases should be included in future years but not any other anticipated pay increases.

PhD student fees: up to £2,000 in any one year can be added towards PhD fees.

Equipment: equipment costing more than £700 must be itemised and fully justified.

Supplies: itemised expendables, assays, reagents, questionnaires, glassware, etc.

Travel for conferences: the maximum allowance for travel is £3,000 for IIG and £1,500 for PG, over the duration of the grant period, for the purpose of attending conferences where findings relating to the grant project are being disseminated.

Miscellaneous: this section should list relevant and justifiable additional costs pertaining to the study design, such as, for example, the expenses/travel of study participants, attendance to meetings, maintenance contracts, or the cost of obtaining certification or licences to carry out research involving human beings or animals.

Funds to cover the cost of publication under open access can be included in this section up to a maximum of £5,000. Please refer to section 7.5.4 (‘Publication under Open Access’) for more details.

Please note that budgets should not include overheads or any institutional expenditure. See section 5.5 for more information.

2b) Justification of cost: use this section to make your justification of the costs. All budget items should be fully justified, including an explanation of the role of the individuals budgeted for the project. Structure your response using the main headings in the budget sheet (e.g. personnel, equipment, supplies, travel to conferences, miscellaneous). This section is important: please ensure you provide sufficient detail, and evidence when appropriate.

2c) Other funding & research support: select the options for research support that apply to your proposed study. Indicate all funding support (pending and approved) relevant to this project.

This funding could be directly or indirectly relevant to the proposed project. Indicate any overlap between this WCRF International application and other pending or approved projects.

In addition to current funding, if your study is a continuation study (e.g. cohort study) previous sources of funding of the study from the past five years, together with ‘core’ funding must be listed here.

Attachment 3. Biographical Information

Details of the relevant research interests and CVs for the Principal Investigator, all co-applicants and any consultants/collaborators should be provided. Copy and paste the subheadings for the appropriate number of co-applicants and consultants/collaborators in the application. Please ensure you provide information for all listed consultants/collaborators involved in the project.

Specific research interests relevant to the application: (max. 200 words) briefly summarise the specific research interests relating to the application for the Principal Investigator and all co-applicants and consultants/collaborators involved in the proposed study.

Curriculum Vitae (CV): include a clearly formatted current CV for the Principal Investigator and all the
co-applicants and consultants/collaborators. Ensure that it includes full name, current position, relevant education, relevant employment and professional experience, and a list of up to 10 recent publications that are relevant to the research proposal.

Please note you will need to provide letters of support/collaboration from all co-applicants and consultants/collaborators, as part of attachment 5.

Attachment 4. Supporting Documents 1: Administrative Forms and Signatures

All sections in this attachment must be completed and signed. An institutional stamp is also required. If the Principal Investigator is temporarily unable to secure a signature prior to submitting the application, he or she must inform WCRF International as soon as possible before the submission deadline. Please note that applicants who submit a blank or incomplete administrative form without having previously informed WCRF International might have their applications rejected straightaway.

4a) Declaration: the Head of Department, the Finance Officer and the Principal Investigator need to sign a declaration stating that the information contained in the grant application is correct, and that they will comply with the WCRF International’s guidelines and the Terms and Conditions if a grant is awarded as a result of this application.

Please note that, if a grant is awarded, several representatives of the host institution will need to agree to the terms and conditions that are included in these Guidelines for Applicants and Award Recipients prior to the start of a grant. It is the responsibility of the Principal Investigator to ensure that all relevant colleagues have received a copy of the guidelines.

4b) Certification for use of human participants: certification for protection of human participants must be completed for all applications. Certification status can fall under one of three categories: approved, pending or not applicable. Appropriate ethical committee approval is required for research that involves human subjects, and appropriate evidence of actual or pending approval must be forwarded with the application. Evidence of ethical committee approval must be provided for each collaborating centre that may be involved in the research proposal (or approval from a multi-centre research ethics committee). Ethical committee approval must be supplied before the release of funds. If approval is not obtained, funds will be withheld. Please consider any potential costs associated with gaining certification and include these in your budget.

Where research involves human participants, their organs, tissue or data, the basic principles of Research Governance including ethics, science, information, health and safety must be implemented to a high standard. Where the institution does not have a policy on Research Governance, projects must conform to the UK Department of Health Research Governance framework, or a national equivalent.

The Principal Investigator will need to provide a sample copy of the relevant certificate/s, as part of attachment 5 (Supporting Documents 2: Letters of Support and Collaboration).

4c) Research involving animals: studies involving animals will need the relevant approval and licences and/or certification. The proper care and humane treatment of laboratory animals involved in activities supported by grants from the WCRF network is the responsibility of the institution that receives the funds awarded. No grant for an activity involving laboratory animals will be made unless the application for such support has been reviewed and approved by an appropriate institutional committee in accordance with current policy for the relevant country.

The Principal Investigator will need to provide a sample copy of the relevant certificate/s as part of attachment 5 (Supporting Documents 2: Letters of Support and Collaboration).

Please note that applications involving animals need to demonstrate that the study follows an ethical framework for conducting research using animals humanely, such as the principles proposed by the National Centre for the Replacement, Refinement and Reduction of Animals in Research (NC3Rs), see www.nc3rs.org.uk

WCRF International adheres to the guidelines from the Association of Medical Research Charities (AMRC) and subscribes to the AMRC policy on the use of animals in research. For more information visit: www.amrc.org.uk/our-work/animal-research

4d) Standard release form: the standard release form should be completed in its entirety. This form allows the WCRF network to describe the project and identify the organisation and investigators in health information and publicity materials. Applications without a completed standard release form will not be reviewed. For further information, please refer to section 7.5 ‘Dissemination’.

Attachment 5. Supporting Documents 2: Letters of Support and Collaboration

Letters from all co-applicants and consultants/collaborators confirming their willingness to collaborate should be included in this attachment, as well as relevant certificates and, for applications involving animals, information on how the NC3Rs framework has been addressed. All documents should be uploaded as one combined PDF file or Word document. No template is provided for this attachment.

Attachment 6. Renewal Applications Only

Renewal applicants need to supply a copy of their original grant application, a copy of the final report and copies of all publications from the original project. All documents should be uploaded as one combined PDF file or Word document. No template is provided for this attachment.

QUERIES

If you have any queries about these procedures, please contact WCRF International Science and Research Department by e-mailing research@wcrf.org
7.1 GETTING STARTED

DEFINITIONS

In these terms and conditions, the following words and phrases shall have the following meanings (unless the context otherwise requires):

“Acceptance Form” means the acceptance of terms and conditions form which must be signed by the Institution and the Principal Investigator to accept the Grant;

“Arising Intellectual Property” means any Intellectual Property Rights created or developed in the course of the Project or otherwise with the use of the Grant;

“Award Letter” means the letter from World Cancer Research Fund International (WCRF International) and the Grantor Charity, notifying the Principal Investigator of the award of the Grant in accordance with section 7.1.1;

“Grant” means the grant awarded to the Institution by the Grantor Charity, in the amount specified in the Award Letter;

“Grant Period” means the period for which the Grant is awarded, as specified in the Award Letter;

“Grantor Charity” means the WCRF network charity which is funding the grant, being World Cancer Research Fund (WCRF UK), Wereld Kanker Onderzoek Fonds (WKOF), World Cancer Research Fund Hong Kong (WCRF HK), or a combination of these charities, as identified in the Award Letter;

“Intellectual Property Rights” means all patents, rights to inventions, utility models, copyright and related rights, trade marks, service marks, trade, business and domain names, rights in trade dress or get-up, rights in goodwill or to sue for passing off, unfair competition rights, rights in designs, rights in computer software, database rights, topography rights, rights in confidential information (including know-how and trade secrets) and any other intellectual property rights, in each case whether registered or unregistered and including all applications for, and renewals or extensions of, such rights, and all similar or equivalent rights or forms of protection in any part of the world;

“Institution” means the university, medical school, hospital, research institute or other academic centre at which the Project will be carried out and which employs or retains the Principal Investigator and to which the Grant will be paid, as specified in the Award Letter;

“Open Access” means making publications freely available online so that they can be viewed by members of the public, and not just academics or those with access via libraries;

“Principal Investigator” means the individual who holds a senior established research position at the Institution and is performing or supervising the Project, as named in the Award Letter;

“Project” means the research project for which the Grant is awarded, as set out in the application form;

“Terms and Conditions” means these terms and conditions of grant, which govern the Grant from the Grantor Charity to the Institution;

“WCRF International” means World Cancer Research Fund International, a not-for-profit association established in Belgium, which manages and administers the Grant. World Cancer Research Fund International is funded by the WCRF network of charities. The charities in the network are: World Cancer Research Fund (WCRF UK), Wereld Kanker Onderzoek Fonds (WKOF), World Cancer Research Fund Hong Kong (WCRF HK), and American Institute for Cancer Research (AICR).

NOTICE

7.1.1
Successful applicants are notified in writing by WCRF International’s Science and Research Department by early October 2016 after grants are approved for funding at the end of September 2016. The Award Letter includes the dates of the Grant Period, the amount of funds authorised during the period indicated and the Grantor Charity that is funding the Grant.

WORLD CANCER RESEARCH FUND INTERNATIONAL AND THE GRANTOR CHARITY

7.1.2
WCRF International manages and administers the Regular Grant Programme on behalf of the WCRF network charities in the UK, the Netherlands, and Hong Kong. The WCRF network charities fund the approved grants.

The relevant WCRF network charities are:
- World Cancer Research Fund (WCRF UK)
- Wereld Kanker Onderzoek Fonds (WKOF)
- World Cancer Research Fund Hong Kong (WCRF HK)

The Award Letter will specify which of the WCRF network charities is the Grantor Charity - please contact WCRF International if in any doubt.

In managing and administering the Grant and exercising its rights under these Terms and Conditions, WCRF International will, where it is appropriate to do so, act in consultation with the Grantor Charity.

GRANT AGREEMENT

7.1.3
The Grant is awarded to the Institution, on the basis that the Principal Investigator will be carrying out or supervising the Project. On notification of the award of the Grant, WCRF International will send the Institution a Payment Details form and an Acceptance of Terms and Conditions form. These forms must
be completed and signed by authorised staff at the Institution (constituting the relevant Head of Department or other person authorised to accept the Grant on behalf of the Institution, the Finance Officer, and representatives from the Press Department and Human Resources or individuals holding equivalent positions) and the Principal Investigator, and returned to WCRF International at least one month before the Grant’s proposed start date.

By completing and signing the Acceptance of Terms and Conditions form, the Institution and the Principal Investigator agree to accept the Grant and comply with these Terms and Conditions, and the Institution agrees to take such steps as are necessary to ensure the compliance of the Principal Investigator and all parties and individuals working on the Project with these Terms and Conditions. In order to avoid delays please make sure that the Principal Investigator and the Institution’s representatives are made aware of these Terms and Conditions as soon as possible and before the application is submitted.

These Terms and Conditions shall continue to apply for so long as any of them remain unperformed.

GRANT START DATE

7.1.4
The Project must start between 1st November 2016 and 1st April 2017. In exceptional circumstances, the Institution may contact WCRF International in writing requesting a delayed start date. WCRF International will notify the Institution of its decision in writing. The Grant will only be awarded for the period specified in the Award Letter.

PAYMENTS

7.1.5
The Award Letter will notify the Institution of the identity of the Grantor Charity. All payments of the Grant will be made by the Grantor Charity solely to the Institution, and WCRF International is not responsible for ensuring payment of the Grant by the Grantor Charity. Payments will be made in arrears on a monthly basis by electronic transfer to the Institution’s bank account. All grant application budgets are approved in pounds sterling (£), but the Grant is awarded in the currency of the Grantor Charity (except for WCRF HK, see below). The amount to be paid under the Grant shall be determined by the Board of the Grantor Charity at its sole discretion.

Grants awarded by WCRF UK and by WCRF HK will be paid in pounds sterling (£). Please note: if the Institution uses a currency other than pounds sterling (£), then the monthly payment will be subject to any fluctuations in the exchange rate when the payment is converted to that currency. These fluctuations will be at the Institution’s expense or gain.

Grants awarded by WKOF will be paid in euros (€). Please note: if the Institution uses a currency other than euros (€), then the monthly payment will be subject to any fluctuations in the exchange rate when the payment is converted to that currency. These fluctuations will be at the Institution’s expense or gain.

Any queries regarding payments can be sent to finance@wcrf.org, copying research@wcrf.org

PHOTOGRAPH

7.1.6
A high-resolution (print quality) digital photograph of the Principal Investigator, and optionally one of all members of the research group, must be submitted by 1st November 2016.

7.2 CHANGES TO THE GRANT BUDGET

7.2.1
The Grant must be spent exclusively in support of the Project and within the Grant Period, and no funds received from the Grantor Charity under the Grant may be transferred to other research projects or used for any other purposes without the prior written consent of WCRF International. The Grant is based on the budget submitted with the application and will be in the amount specified in the Award Letter. The Grant will not be increased to reflect any increase in costs, and any such increase is the responsibility of the Institution.

7.2.3
The Grant must be spent in accordance with the original budget which was submitted with the
application for the Grant. To allow the Institution to meet the agreed objectives of the grant, funds may be transferred within and between budget categories (Personnel, PhD students, Equipment, Supplies, Travel for conferences/meetings, and Miscellaneous) without WCRF International’s prior approval provided the amount transferred is no more than 10% of the budget for the Project that year and is intended to achieve the original objectives for the Project.

WCRF International must be notified of any such transfers in the next annual progress report and financial report which are submitted in accordance with section 7.4. All transfers must be within the approved budget amounts. For budget transfers greater than 10% of the yearly budget or intended to achieve different objectives from those originally agreed, the Principal Investigator must contact WCRF International in advance to seek approval for the proposed change to the budget and, when relevant, to the objectives. Requests for budget transfers should be emailed to WCRF International in the form of an attachment letter explaining, in sufficient detail, the need for the budget transfer and a breakdown of the proposed changes. Please note that items or services not permitted in the original grant application budget (for example the Principal Investigator’s salary) cannot be included or considered for any budget transfer.

7.2.4

Funds included in the budget to cover publication under Open Access are an exception to the provisions of clause 7.2.3: such funds must be used for their originally intended use in accordance with section 7.5.4 and cannot be transferred to another budget category, and must be refunded to the Grantor Charity via WCRF International if they are not spent.

CHANGES OF INSTITUTION

7.2.5

If the Principal Investigator leaves his position at the Institution and joins another institution, the Grant may be transferred to the new institution for completion of the Project at the new institution with prior written approval from WCRF International. In order for such a transfer to take place, the Principal Investigator must submit, with sufficient notice, a letter to WCRF International requesting the transfer of the Grant to the new institution. The letter must include the following information:

a) A statement guaranteeing that the new institution has the necessary technical and personnel resources to continue with the Project.

b) A statement guaranteeing the new institution officially accepts the WCRF International grant, and that relevant representatives have agreed to these Terms and Conditions.

c) The Principal Investigator’s full address and contact details (including new job title if changed) at the new institution.

d) The new institution’s bank details, for the grant payments.

e) Contact details of the head of department/section and a senior financial representative at the new institution.

In addition, WCRF International must also receive a final financial accounting report of all expenditure from the original institution, and any unexpended funds must be returned to the Grantor Charity via WCRF International. Payments will only be initiated to the new institution upon receipt of final financial accounting of all expenditure from the original institution.

WCRF International will notify the Principal Investigator in writing of whether the grant transfer has been approved, and send the new institution and the Principal Investigator a new Acceptance of Terms and Conditions form which must be signed and returned to WCRF International in accordance with section 7.1.3 above in order for the transfer to take effect.

The above requirements also apply to grants that are transferred before the start date of the Grant. Any changes to the institution named in a grant application must also be notified to WCRF International in advance.

EMPLOYMENT AND PERSONNEL CHANGES

7.2.6

Personnel employed on the Project are employees of (or otherwise retained or contracted by) the Institution, and not WCRF International or the Grantor Charity. Therefore, all costs, taxes and expenses (including those pertaining to maternity and sick leave) incurred by or in respect of all employees, staff, contractors, students or others engaged in carrying out the Project are the sole responsibility of the Institution.

7.2.7

The Institution and the Principal Investigator are responsible for ensuring that the Project is carried out. If personnel essential to continuing the Project leave (or go on maternity leave or long-term sickness

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leave), the Institution and the Principal Investigator are responsible for the recruitment of a replacement to conclude the Project. The Institution and Principal Investigator must inform WCRF International in writing of any personnel changes.

If the personnel change is likely to delay the Project substantially, WCRF International reserves the right to suspend payments of the Grant until such time as appropriate replacement personnel are found. WCRF International will then notify the Institution and the Principal Investigator that the Grant will be extended and will resume using the remaining funds from the Grant.

7.2.8
WCRF International requires the Institution to identify any risks that could affect the health of a new and expectant mother or a person with a disability, and to take the necessary action as a result of the risk assessment.

CHANGES TO PRINCIPAL INVESTIGATOR
7.2.9
The Institution must ensure that the Principal Investigator carries out or supervises the Project, in accordance with the Terms and Conditions. The Principal Investigator may only be replaced with another individual with prior written approval from WCRF International. When replacement of the Principal Investigator is required, the original Principal Investigator must submit a letter including the following information:

a) The reason for the requested change.

b) Evidence that the proposed new Principal Investigator is eligible and qualified to undertake the project.

c) Support for the new Principal Investigator from the Institution.

d) A statement guaranteeing the new Principal Investigator accepts the Grant, and that he or she has agreed to these Terms and Conditions.

e) Biographical information for the proposed new Principal Investigator, including CV information (as an attachment to the letter – refer to ‘Attachment 3. Biographical information’ of the online application form).

If applicable, any co-applicants of the original Principal Investigator must also write to WCRF International, stating their support for the new Principal Investigator.

WCRF International will notify the Principal Investigator and the Institution in writing of whether the transfer has been approved, and send the new Principal Investigator and the Institution a new Acceptance of Terms and Conditions form which must be signed and returned to WCRF International in accordance with section 7.1.3 above in order for the replacement to take effect.

The above requirements also apply to replacements of the Principal Investigator before the start date of the Grant, including any changes to the Principal Investigator named in a grant application.

UNFUNDED EXTENSION
7.2.10
The Grant Period may be extended for up to one year beyond the date specified in the Award letter with prior written approval from WCRF International. No additional funds will be provided. Requests for extensions should be submitted no less than three months prior to the expiration of the Grant Period. The request should be emailed to WCRF International in the form of an attachment letter explaining, in sufficient detail, the reason for the delay, the need for an extension, and a breakdown of the work that will be carried out during the extension. Any Grant budget underspend also needs to be documented in the letter.

WCRF International will notify the Principal Investigator and the Institution in writing of its decision whether or not to allow the extension. Depending on the length of the extension, an interim progress report and an interim financial statement might be requested from the Principal Investigator, detailing the work carried out up to the extension date.

7.3 CONDUCT OF THE PROJECT
7.3.1
The Institution and the Principal Investigator must ensure that all the necessary legal and regulatory requirements relating to the Project and the facilities used for the Project are met at all times, and all of the necessary licences and approvals have been obtained. No Grant to support any Project involving research on humans or animals will be awarded unless evidence of relevant ethical committee approval and/or certification/licences is provided with the application, and such approval and certification/licence must be maintained for the duration of the Project.

7.3.2
The Institution and Principal Investigator shall ensure that the Project is carried out according to good practice amongst the research community and avoid any actual or perceived conflict of interest. The Institution must have in place adequate formal written procedures for the handling of allegations of misconduct and fraud, and shall provide copies of such procedures to WCRF International on request and amend or revise them to take account of any reasonable requirements of WCRF International.

In the event of any allegations of misconduct or fraud (whether scientific, financial or otherwise) occurring it is the responsibility of the Institution to investigate this fully. If a case of misconduct or fraud is suspected during the course of research, then WCRF International should be notified and kept informed of any developments. WCRF International reserves the right to terminate the Grant and require a return or all or part of the Grant in cases of misconduct or fraud, in accordance with section 7.7.
7.3.3
The Institution and the Principal Investigator warrant that they have all the necessary resources and expertise to carry out the Project, and will ensure that sufficient resources are dedicated to support the Project. The Institution and the Principal Investigator must notify WCRF International of any significant alteration to or divergence from the original aims and directions of the Project.

7.3.4
The Institution and the Principal Investigator must notify WCRF International promptly of any event in connection with the Project which may cause adverse publicity to WCRF International or the Grantor Charity.

7.3.5
The Institution and the Principal Investigator will maintain any information they receive about WCRF International or the Grantor Charity in strictest confidence and will not use, publish, or sell such information.

7.4 MONITORING OF THE GRANT

BUDGET AND MANAGEMENT

7.4.1
The Institution and the Principal Investigator are responsible for ensuring accurate financial tracking and management of the Grant. In addition to the reporting requirements set out in this section 7.4, the Institution agrees, upon reasonable notice and at reasonable times, to make all books and records relating to the Project and/or the Grant available for inspection, copy and audit by WCRF International or its agents, for the purposes of WCRF International verifying compliance with these Terms and Conditions. The Institution shall permit any person authorised by WCRF International for such purposes to have all reasonable access to its employees, agents, premises, facilities and records for the purpose of discussing, monitoring and evaluating the Institution’s fulfilment of these Terms and Conditions, and shall if so required provide appropriate oral and written explanations to WCRF International.

ANNUAL PROGRESS REPORTS

7.4.2
At the end of each year during the Grant Period (on the anniversary of the Grant’s start date) the Principal Investigator must submit a progress report to WCRF International by email. WCRF International will send the Principal Investigator a progress report form beforehand to complete and return. The completed form should summarise any progress made on the scientific objectives and milestones as outlined in the grant application, as well as a summary of the Project’s key scientific findings so far.

Other relevant information, such as publications, manuscripts in preparation, conference abstracts, publicity, progress on the impact objectives, etc. also needs to be documented in the annual progress report. If WKOF or WCRF HK is the Grantor Charity, the Principal Investigator must report outputs and impact through the annual progress reports. If WCRF UK is the Grantor Charity, in addition to submitting the annual progress report the Principal Investigator must use the online software system ResearchFish to report on the outputs and impact of their funded research (see section 7.4.3).

ResearchFish

7.4.3
If the Grantor Charity is WCRF UK, WCRF International will contact the Principal Investigator to issue log in details and provide support on how to use ResearchFish. The Principal Investigator can access and input into ResearchFish at any time throughout the year but WCRF International will require that all relevant information about the Grant’s outputs and impact is submitted into ResearchFish at least once a year, by 1 May of each year.

FINANCIAL REPORT

7.4.4
In addition to the annual progress report, an annual financial report is also required. The financial report must be signed by the Principal Investigator and countersigned by a representative from the finance department of the Institution. It should include details in at least the following categories: Personnel, PhD students, Equipment, Supplies, Travel to conferences/meetings, and Miscellaneous. All budget transfers made under section 7.2.3 should also be reported in the annual financial report. Any queries regarding financial reports can be sent to finance@wcrf.org, copying research@wcrf.org

7.4.5
The progress and financial reports will be reviewed by WCRF International and may be sent to WCRF International Grant Panel members for review. At the discretion of WCRF International, funds for the second, third or fourth years of the Grant may be withheld based on any issues highlighted in the progress or financial reports or if progress or financial reports are not submitted.

LIAISON VISITS

7.4.6
In the second, third or fourth year of the Grant Period, WCRF International may arrange with the Principal Investigator a liaison visit to the Institution, to discuss the progress of the Project in more detail. The Principal Investigator will be asked to give a presentation on the progress of the Project, followed by a more detailed evaluation of any issues that the Principal Investigator or WCRF International Science and Research Department would like to raise as part of the monitoring of the Grant.

WCRF International science staff may be accompanied on the liaison visits by staff from other departments within the WCRF network, such as colleagues from
the Fundraising, Health Information or Communication departments. On occasions, journalists and/or potential fundraising donors might be invited to be part of the meeting. This is an excellent opportunity for WCRF network non-science staff and for donors to learn more about the work funded by the WCRF network, so the cooperation of the Principal Investigator in organising the meeting is appreciated.

The Principal Investigator and the Institution agree that WCRF International staff may take photographs or video footage to document the liaison visit, as well as carry out interviews with the Principal Investigator and other relevant research staff members, and that any photos, video footage and interview copy or quotes collected during a liaison visit may be used in all WCRF network external materials.

FINAL REPORT

7.4.7
Within three months of the completion of the Grant Period, WCRF International requires a final comprehensive report to show the Project’s accomplishments. WCRF International will send the Principal Investigator the relevant forms to complete. The final report must include:

a) A final year progress report form – including a scientific summary, a plain language summary and a grant report. The scientific report can be up to 3,000 words (plus a reference section) including how the outcomes and achievements relate to the initial proposal and a list of publications, invited talks and any publicity resulting from the Project.

b) A final financial statement – signed by the Principal Investigator and a representative from the finance department of the Institution.

c) Electronic copies of all publications, manuscripts in review and accepted conference abstracts, posters and oral presentations.

Failure to submit a final report may result in automatic disqualification from submitting a grant application to WCRF International for three years, or action being taken by WCRF International under section 7.7. Occasionally the Principal Investigator may be asked to present the Project’s findings to the Grantor Charity’s local offices at the end of the Grant Period.

UNEXPENDED FUNDS

7.4.8
All unexpended funds from the Grant must be returned to WCRF International within three months of completion of the Grant, along with the final financial report. WCRF International is not responsible for over expenditure on the Project, for commitments against a Grant not paid within 60 days after termination, or for expenditure incurred before the starting date of a Grant.

Unexpended funds from the Grant may only be carried forward to any extended Grant Period with prior permission of WCRF International in accordance with section 7.2.10.

7.5 DISSEMINATION

ACKNOWLEDGMENTS

7.5.1
The Principal Investigator and the Institution must acknowledge the Grantor Charity in all outputs relating to the Grant and the Project, as well as all PR (public relations) and communications activities relating to the Grant and the Project. Acknowledgement of research supported (wholly or in part) by the WCRF network is essential to allow the WCRF network charities to fundraise, publicise their work and show the scope of the research funded. All Public Relations (PR) and Communications activities must be conducted in liaison with the Grantor Charity Communications team, which must be informed at least four weeks prior to implementation.

The Principal Investigator and the Institution must use the wording below when acknowledging a grant from the WCRF network. When appropriate, such as on scientific journal articles, also include the grant number:

‘Funding [for grant number] was obtained from World Cancer Research Fund (WCRF UK), as part of the World Cancer Research Fund International grant programme.’

‘Funding [for grant number] was obtained from Wereld Kanker Onderzoek Fonds (WKOF), as part of the World Cancer Research Fund International grant programme.’

‘Funding [for grant number] was obtained from World Cancer Research Fund Hong Kong (WCRF HK), as part of the World Cancer Research Fund International grant programme.’

If a grant was co-funded by more than one of the WCRF network charities, both charities must be acknowledged using the following wording, amended to refer to the relevant WCRF network charities ‘Funding for grant [number] was obtained from World Cancer Research Fund (WCRF UK) and Wereld Kanker Onderzoek Fonds (WKOF), as part of the World Cancer Research Fund International grant programme.’

Use of WCRF logos
Principal Investigators must use the WCRF International and appropriate Grantor Charity’s logo in any materials regarding work that has been funded by the WCRF network. All new Principal Investigators will be sent electronic copies of the WCRF International and appropriate Grantor Charity’s logo for use. If logos are updated, Principal Investigators will be sent new versions, which must be used. All such WCRF network logos will remain the property of WCRF International or the appropriate Grantor Charity as the case may be.

7.5.2
The Principal Investigator and the Institution must acknowledge their grant from the Grantor Charity in any publications, materials, or talks regarding the Project, including but not limited to the following places:
a) Publications resulting from research supported wholly or in part by the World Cancer Research Fund network.

b) Posters and/or presentations at conferences resulting from research supported wholly or in part by the World Cancer Research Fund network.

c) Publicity materials, including press releases or advertisements for jobs related to the Project or the Grant.

d) The Institution and/or the Principal Investigator’s research group website(s).

e) Invited talks to research institutions, hospitals or public lectures.

f) The Institution’s institutional annual report and accounts.

g) Other relevant output related to the research supported wholly or in part by the WCRF network.

When required, please use the relevant logos for the WCRF network members and WCRF International. Electronic copies of all relevant above materials must be sent to WCRF International prior to publication, to allow WCRF International to check and approve the correct grant acknowledgement and use of the logos.

PUBLICATION

7.5.3

The Principal Investigator should send copies of all published papers, submitted manuscripts and conference abstracts regarding the Project to WCRF International, throughout the Grant Period and for five years after the Grant has ended. The Principal Investigator must notify WCRF International as soon as a submitted manuscript under review is accepted for publication by a journal. This will enable the appropriate WCRF network Communications team and the WCRF International Science and Research Department, in consultation with the lead author, to design appropriate plans for media and communications work prior to publication.

The Principal Investigator must inform WCRF International of the proposed publication date as soon as it is known, and must send WCRF International a copy of the final print version PDF file of the grant paper once the journal has made it available to them.

Publications resulting from research supported wholly or in part by the WCRF network must contain an acknowledgement of the Grantor Charity as well as of WCRF International, in accordance with the Acknowledgements section above.

Please note: WCRF International strongly encourages Institution and the Principal Investigator to follow the ARRIVE (Animal Research: Reporting In Vivo Experiments) guidelines by the National Centre for the Replacement, Refinement and Reduction of Animals in Research (see NC3Rs at www.nc3rs.org.uk) if publishing findings from grants involving animal research.

Publication under Open Access

7.5.4

WCRF International encourages the Institution and the Principal Investigator to, wherever possible, make publications arising from the Project available under Open Access.

To accommodate the cost of Open Access publication for grant papers published while the Grant is active, WCRF International allows up to a maximum of £5,000 to be included in the grant budget to cover the cost of publishing under Open Access. Such funds must be explicitly documented in the budget, must be used solely towards paying for publication under Open Access of papers derived from the Project, and must be repaid to the Grantor Charity via WCRF International if not used for that purpose. These Open Access funds cannot be used to pay for other publication charges, such as page or colour charges.

WCRF International encourages the Institution and the Principal Investigator to use these funds towards paying for author processing charges at Open Access journals, rather than to pay Open Access fees at hybrid journals, but defers the decision of where to publish to the Institution and the Principal Investigator.

If the Grant has been completed and papers have been accepted for publication after the Grant’s end date, the Principal Investigator is encouraged to contact WCRF International to discuss the options available for Open Access dissemination of those papers.

CONFERENCES/SCIENTIFIC MEETINGS

7.5.5

Principal Investigators and their collaborators are strongly encouraged to present the results of the Project at appropriate conferences and relevant scientific meetings. Costs for such activities should be included as part of the budget available for travel and conferences, up to a maximum of £3,000 for Investigator Initiated Grants and £1,500 for Pilot Grants (as specified in the grant application) over the duration of the Grant Period. These funds are specifically to cover the expense of travelling to conferences and invited talks where findings relating to the Grant will be presented in the form of a poster or oral presentation. Funds cannot be used for travel to other conferences.

The Principal Investigator is required to give WCRF International advance notice of their attendance, or the attendance of any individuals working on the Project, at such a conference (two months if possible) and to acknowledge the Grantor Charity as well as WCRF International as part of the poster/oral presentation (see Acknowledgements section above). The support of the Grantor Charity and WCRF International must be acknowledged in any conference poster or oral presentation resulting from research supported wholly or in part by the WCRF network, in accordance with sections 7.5.1 and 7.5.2 above. The Principal Investigator must send WCRF International copies of accepted conference abstracts.
and posters. Please use the relevant WCRF network logos in any conference poster or oral presentation resulting from research supported wholly or in part by the WCRF network.

**PUBLICITY AND COMMUNICATIONS**

**7.5.6**
Publicity is vital to charities in raising funds from members of the public and communicating our messages. The Institution and the Principal Investigator are therefore required to work with WCRF International and the Grantor Charity to coordinate and maximise publicity and communication opportunities arising from the Grant. We request that the Institution and the Principal Investigator support us in this vital part of our work.

**Announcing the grant**

**7.5.7**
A standard release form is included in the full application form, and it is required that the Principal Investigator sign and submit it as part of the full application. This form allows WCRF International and the Grantor Charity to describe the Project and identify the Institution, the Principal Investigator and other investigators in health information, fundraising and publicity materials.

WCRF International must be informed before any announcement is made in relation to the newly awarded Grant through any external communication channel (e.g. Institution newsletter, press release, social media).

Grant awards are announced on our websites and via social media after grants have been approved. In addition, if appropriate, press releases will be written by the WCRF network and cleared through the Principal Investigator and/or the Institution’s press office for general distribution. The Principal Investigator will need to be available for any interviews by the media.

A link to the WCRF International website should be added to relevant department or project pages of the Institution and/or the Principal Investigator’s website. Please inform WCRF International as soon as the link has been added. WCRF International URL: [www.wcrf.org](http://www.wcrf.org)

**Publicising the grant progress and its findings**

**7.5.8**
During the Grant Period, the Institution, the Principal Investigator, publications and other activities relating to the Project, such as a liaison visit, might be publicised by WCRF International. It is likely that from time to time, the Institution and/or the Principal Investigator will be called upon to help with press calls or act as a spokesperson regarding the topic of their Grant. Although this is not expected to be an onerous or time-consuming task, it is a condition of the Grant that the Institution and the Principal Investigator will assist with this wherever reasonably possible. Any press calls directed to the Institution or the Principal Investigator will have been screened through the appropriate WCRF network Communications team and discussed beforehand with the Institution or the Principal Investigator.

It is also important that we explain the findings of our grants. Copies of papers due for publication in relation to the Project must be forwarded to the Science and Research Department at WCRF International when publication is confirmed. The appropriate WCRF network Communications team will liaise with the Principal Investigator and the journal about the suitability of this work for a press release, embargoed until publication date. This press release will be written by the WCRF network Communications team in conjunction with the Science and Research Department, and cleared through the Principal Investigator and the Institution’s press office as appropriate. Where the content of a press release cannot be agreed, neither the Principal Investigator, the Institution nor the WCRF network should issue a press release.

The Institution and the Principal Investigator may also be interviewed for an article to be featured in one of our WCRF network charities’ newsletters, websites or blogs, or on occasion asked to input into other WCRF network activities relevant to their research work. In addition, the Institution and the Principal Investigator might be asked to give a presentation on the Project for events organised by WCRF International or other WCRF network offices.

**7.6 INTELLECTUAL PROPERTY**

WCRF International and the Grantor Charity recognise that intellectual property, including patentable inventions, may be developed in the course of the Project. As organisations operating for the public benefit, WCRF International and the Grantor Charity...
are obliged to ensure that the useful results of the research which they wholly or partly fund are applied for the public good. In some circumstances, this obligation is best achieved through the protection of intellectual property, including by filing a patent application, and commercial exploitation of such intellectual property. The following conditions seek to ensure that this obligation is met:

7.6.1
To the extent that it does not already have such strategies and procedures in place, the Institution shall develop and implement strategies and procedures for the identification, protection, management and exploitation of any Arising Intellectual Property.

7.6.2
The Institution shall ensure that all persons in receipt of the Grant or working on the Project (including the Principal Investigator, other investigators, researchers, employees, students, visiting fellows and subcontractors) are employed or retained by the Institution on terms that vest in the Institution all Arising Intellectual Property. The Institution shall not transfer ownership of any Arising Intellectual Property to any third party without the prior written consent of WCRF International, and then only on terms which provide WCRF International with no less extensive rights than under section 7.6.3.

7.6.3
The Institution hereby grants WCRF International an irrevocable, perpetual, non-exclusive, sub-licensable, royalty free licence to use all the Arising Intellectual Property in all territories in all media in existence now or in the future. For the avoidance of doubt, this licence will remain in effect as long as the Arising Intellectual Property remains in existence, notwithstanding the expiry or earlier termination of the Grant.

7.6.4
The Institution shall promptly notify WCRF International in writing when any Arising Intellectual Property comes into existence (which shall in any event be no later than one month after the Institution or the Principal Investigator becomes aware of the Arising Intellectual Property), and shall consult with WCRF International to discuss whether the protection, management and exploitation of such Arising Intellectual Property is an appropriate means of achieving the public benefit, and if WCRF International reasonably believes it is then WCRF International shall establish (and the Institution and the Principal Investigator shall adhere to) such strategy as it reasonably requires for such protection, management and exploitation. The Institution shall take all reasonable steps to ensure that such Arising Intellectual Property is protected and is not published or otherwise disclosed publicly prior to consultation with WCRF International.

7.6.5
The Institution must obtain the prior written consent of WCRF International before using, or authorising the use of, the Arising Intellectual Property for any commercial purpose (which for the avoidance of doubt shall include any circumstances when payment is made for use of the Arising Intellectual Property). WCRF International is not obliged to grant consent, however this will not be unreasonably withheld provided that the proposed use does not run counter to WCRF International’s interests and objectives. Any consent given by WCRF International will be conditional upon the Institution, as a minimum:

(a) undertaking to adhere to a reasonable commercial strategy, approved by WCRF International, for the protection, management and exploitation of the relevant Arising Intellectual Property;

(b) paying WCRF International and/or the Grantor Charity (as determined by WCRF International) a reasonable proportion of any revenue realised from any such commercial use; and

(c) accepting any revenue and equity-sharing terms which WCRF International notifies to the Institution.

7.6.6
If the Institution does not wish to protect, manage or exploit any Arising Intellectual Property or if the Institution fails to comply with the conditions in this section 7.6 or any agreed strategy for the protection, management or exploitation of the Arising Intellectual Property, WCRF International may direct the Institution to:

(a) take immediate steps to protect the Arising Intellectual Property as required in any strategy, at WCRF International’s expense; and/or

(b) immediately transfer the Arising Intellectual Property to WCRF International.

Without prejudice to the generality of the foregoing, if the Institution does not intend to file a patent application or any other application for registration
in connection with any Arising Intellectual Property which is capable of protection through a patent or other registration, it shall notify WCRF International promptly and in any event at least six months prior to any deadline for filing the application or within two years of the Arising Intellectual Property coming into existence, whichever is the earlier. The Institution shall take such steps as WCRF International directs to transfer ownership of such Arising Intellectual Property to WCRF International so that WCRF International can register such Arising Intellectual Property.

7.6.11
The Institution agrees that if it or its licensee has not taken reasonable steps within three years (or any reasonable length of time under the circumstances) after a patent or other registration has been issued on any Arising Intellectual Property to bring that Arising Intellectual Property to the point of practical application, and cannot show any valid reason for this, it shall take such steps as WCRF International directs to transfer that patent or registration to WCRF International, to cancel any outstanding exclusive licences under the patent, and/or to grant licences under the patent to parties designated by WCRF International on whatever terms are reasonable under the circumstances.

7.6.12
The Principal Investigator and the Institution shall provide regular reports, on at least a yearly basis, updating WCRF International on any publication, sale or public use of any Arising Intellectual Property.

7.7 TERMINATION

7.7.1
WCRF International or the Institution may terminate the Grant by giving at least three months’ notice in writing. If the Grant is terminated under this section 7.7.1, the Institution shall retain any portion of the Grant already committed, and shall return to the Grantor Charity, via WCRF International, any unexpended and uncommitted portion of the Grant.

7.7.2
WCRF International may, at its sole discretion, require the return of some or all of the Grant and/or terminate the Grant immediately if:

a) the Grant, or any part of it, is used for any purposes other than the Project without the prior written agreement of WCRF International;

b) the Institution or the Principal Investigator fails to comply with any of these Terms and Conditions and fails to rectify any such failure within 30 days of receiving written notice from WCRF International detailing the failure;

c) the Principal Investigator ceases to carry out or supervise the Project without any replacement being agreed by WCRF International;

d) the Institution or the Principal Investigator acts in a way which, in the reasonable opinion of WCRF International, brings or is likely to bring the name or reputation of WCRF International or the Grantor Charity into disrepute or damage their names or reputations in any way (including, but not limited to,
if any fraud is committed in relation to the Grant or the Project;

e) the Institution or the Principal Investigator obtain duplicate funding from a third party for the Project or the same aspects of the Project as the Grant is intended to cover;

f) the Institution or the Principal Investigator provide WCRF International with any materially misleading or inaccurate information, whether in the grant application form or otherwise; or

g) the Institution ceases to operate, passes a resolution (or any court of competent jurisdiction makes an order) that it be wound up or dissolved other than for the purpose of a bona fide and solvent reconstruction or amalgamation, becomes insolvent or is placed into receivership, administration or liquidation, has a petition presented for its winding up, enters into any arrangement or composition for the benefit of its creditors, or is unable to pay its debts as they fall due.

7.8 LIMITATION OF LIABILITY

7.8.1
Neither WCRF International nor the Grantor Charity accept any responsibility or liability for any expenditure or liabilities arising out of the Grant, the Project or these Terms and Conditions.

7.8.2
The Institution shall be fully responsible and liable (and neither WCRF International nor the Grantor Charity shall be liable), financially and otherwise, for all liabilities, expenditure, claims, demands, actions, costs, expenses, losses and damages arising out of or in relation to:

a) any non-payment of the Grant on any due date; and

b) any use of the Grant or conduct of the Project.

7.8.3
Neither WCRF International nor the Grantor Charity shall indemnify the Institution against any claim for compensation or against any other claims for which the Institution may be liable.

7.8.4
Nothing in these Terms and Conditions shall limit or exclude any party's liability for death or personal injury caused by that party’s negligence, or fraud or fraudulent representation.

7.9 ENTIRE AGREEMENT, ASSIGNMENT, CONFLICT AND NON-WAIVER

7.9.1
These Terms and Conditions, together with the Award Letter, constitute the entire agreement between the parties with respect to the Grant and shall have effect to the exclusion of any other representation, agreement or understanding or any kind between the parties preceding the date of the Award Letter and relating to the Grant.

7.9.2
WCRF International may amend these Terms and Conditions and the Award Letter at any time, and shall give notice in writing to the Institution and the Principal Investigator of any such amendment.

7.9.3
Neither the Institution nor the Principal Investigator shall assign or sub-contract any of their rights or obligations under these Terms and Conditions without WCRF International’s prior consent.

7.9.4
In the event of any conflict between the provisions of these Terms and Conditions and the Award Letter, the provisions of the Award Letter shall take precedence over the provisions of these Terms and Conditions.

7.9.5
No failure or delay by a party to exercise any right or remedy provided under this Agreement or by law shall constitute a waiver of that or any other right or remedy, nor shall it prevent or restrict the further exercise of that or any other right or remedy. No single or partial exercise of such right or remedy shall prevent or restrict the further exercise of that or any other right or remedy.

7.10 NOTICES

Any notice or other document given under this Agreement shall be in writing and shall be deemed to have been duly given if left or sent by hand or by registered post or by email to a party. Any notice or other document shall be deemed to have been received by the addressee following receipt of despatch if the notice or other document is sent by registered post or simultaneously where the delivery or transmission is sent by hand or given by email. Notice shall not have been properly given by email if the sender of an email receives notification that the email has not been delivered.

7.11 GOVERNING LAW AND JURISDICTION

These Terms and Conditions and the Award Letter shall be governed by English law and the parties irrevocably submit to the jurisdiction of the English courts in any legal proceedings regarding any claim or matter relating to these Terms and Conditions, the Award Letter, or the Grant.
The WCRF International Continuous Update Project (CUP) is carried out in collaboration with Imperial College London. It is the WCRF network’s most unique and comprehensive scientific undertaking to date. The CUP systematically reviews all relevant scientific papers when they are published using a robust methodological process similar to that of the 2007 Second Expert Report.

Based on a live system of scientific data, the CUP is updated on an on-going basis from which, at any point in time, the most current review and meta-analyses of scientific data can be performed. The first step in the process was to combine the evidence for all the cancers reviewed as part of the Second Expert Report into the CUP database. It is now up to date for most of the 15 cancers being updated as part of the CUP. A new protocol was developed for reviewing evidence on breast cancer survivors. Work is also under way to develop a methodology for systematically reviewing animal and human mechanistic studies in relation to diet, nutrition (including body composition) physical activity and the development and progression of different cancers.

A panel of leading scientists reviews the CUP findings and makes conclusions based on the body of scientific evidence. Their analysis and interpretation of the data will form the basis for reviewing, and where necessary revising our Recommendations for Cancer Prevention based on the 2007 Second Expert Report. A review of the recommendations is expected to be published in 2017 once each of the cancers has been updated. So far, new reports have been published on the updated evidence for breast, colorectal, prostate, pancreatic, endometrial, ovarian, liver and gallbladder cancer and breast cancer survivors.

The WCRF International Academy provides educational materials and activities, mainly for scientific and policy audiences, about the importance and impact of diet, nutrition (including body composition) and physical activity on cancer. WCRF International Academy activities may vary from workshops on particular areas of diet, nutrition (including body composition) and physical activity on cancer through to more in-depth courses and conferences.

WCRF International holds and participates in national and international conferences to promote our science and policy work.

In line with our Cancer Prevention Recommendations, we are concerned with policies that encourage healthy diets and reduce body fatness, promote physical activity and good nutrition in early life, and discourage the consumption of alcohol.
Our Policy and Public Affairs work has two main goals:

1. The wider implementation of more effective policies that enable populations and individuals to follow our Cancer Prevention Recommendations

2. To move cancer and other non-communicable diseases (NCDs) up the international policy agenda

To achieve our goals, our Policy and Public Affairs Department works to support and empower national and international policymakers to take action by:

1. Advancing the evidence for policy

We interpret and communicate the evidence base in a way that encourages and enables governments to adopt and implement effective policy actions. Our policy activities are set in the context of our WCRF/AICR Policy Report. This report – Policy and Action for Cancer Prevention – looked at the evidence for actions that might change behaviour and made recommendations on what can be done to make it more likely that people will behave in ways that meet the Second Expert Report recommendations. We then developed the NOURISHING framework in order to formulate a comprehensive package of policies to promote healthier eating and prevent obesity and non-communicable diseases.

The NOURISHING framework places policies into three broad and interlinked domains: food environment, food systems and behaviour change management. NOURISHING brings together the 10 areas where governments need to take action and provides policy options that allow policymakers flexibility to shape a response suitable for their national/local contexts and target populations. NOURISHING also provides a regularly updated, comprehensive list of implemented government policy actions from around the world.

For more information about the NOURISHING framework, please visit: www.wcrf.org/NOURISHING

In 2015 World Cancer Research Fund International convened its first Policy Advisory Group to advise us on how we can more effectively meet the evidence needs of the policymaking community, to support the development and implementation of policy actions to prevent cancer and NCDs. The Policy Advisory Group comprises cross-sector experts from government, academia and civil society, and also includes observers from the World Health Organization (WHO) and the Union for International Cancer Control (UICC).

2. Building relationships with our target audience

We champion and contribute to the development and implementation of the WHO global non-communicable disease (NCD) framework. We play an active role in WHO consultations and consultation processes with other international and regional agencies. We have relationships with key players, enabling us to influence decisions and encourage national action. Our principal target audiences include the World Health Organization, other inter-governmental agencies (e.g. Food and Agriculture Organization) and national governments.

3. Engaging with other civil society organisations and the research community

To increase our effectiveness, we engage and collaborate with other organisations concerned with cancer prevention, nutrition, and non-communicable diseases more broadly. For example, our engagement with the International Union for Cancer Control (UICC) helps us reach a global audience.

4. Communicating our work with a global voice

We actively communicate our policy work by regularly attending and presenting at international conferences and events and participating in various Working Groups and Advisory Boards.

We submit responses to public consultations at international and regional levels and deliver written and oral statements at key meetings to help shape outcomes that support the implementation of policies that promote healthy diets. In addition, we produce policy briefs and leaflets to communicate the evidence for policy and examples of well-designed policy actions that are implemented around the world.

For information on WCRF International activities, please visit: www.wcrf.org
THE WCRF INTERNATIONAL RECOMMENDATIONS (BASED ON THE 2007 WCRF/AICR SECOND EXPERT REPORT):

BODY FATNESS
Be as lean as possible within the normal range of body weight.

PHYSICAL ACTIVITY
Be physically active as part of everyday life.

FOODS AND DRINKS THAT PROMOTE WEIGHT GAIN
Limit consumption of energy-dense foods. Avoid sugary drinks.

PLANT FOODS
Eat mostly foods of plant origin.

ANIMAL FOODS
Limit intake of red meat and avoid processed meat.

ALCOHOLIC DRINKS
Limit alcoholic drinks.

PRESERVATION, PROCESSING, PREPARATION
Limit consumption of salt. Avoid mouldy cereals (grains) or pulses (legumes).

DIETARY SUPPLEMENTS
Aim to meet nutritional needs through diet alone.

BREASTFEEDING
Mothers to breastfeed; children to be breastfed.

CANCER SURVIVORS
Follow the recommendations for cancer prevention. And, always remember...

Do not smoke or use tobacco in any form
The 2007 WCRF/AICR Second Expert Report is the most comprehensive report ever produced on the relationship of food, nutrition, physical activity to cancer risk. Building on the Second Expert report the WCRF International Continuous Update Project is a global analysis of the most recent scientific research into the link between diet, nutrition (including body composition), physical activity and cancer.

For more information on the Second Expert Report and Continuous Update Project, please visit the WCRF International website: www.wcrf.org.