

**Patricia S. Brown Breast Cancer Education Community-based
Demonstration Projects
2007 Competition
Applicant Conference Minutes**

The Applicant Conference was held at 90 Church Street, Manhattan, New York City, on April 2, 2007, beginning at 10:40 a.m. Attendees included:

- Margaret Davis, Program Manager, Stony Brook University
- Hope Nemiroff, Executive Director, Breast Cancer Options
- Beverly Canin, President, Breast Cancer Options
- Marian Feinberg, Environmental Health Coordinator, For A Better Bronx, The Bronx Health Link
- Katherine Ellington, Development, SHARE - Self Help for Women With Breast Cancer or Ovarian Cancer
- Barry Bruderer, Health Program Administrator 2, NYSDOH, Breast Cancer Research and Education Program

Mr. Bruderer provided introductions and a project overview. He indicated that the Health Research Science Board is seeking applications from CBOs in collaboration with researchers from accredited academic institutions for the planning and assessment of new breast cancer education programs and materials. It is intended that collaborations fostered by this program of funding will lead to education that is 1) appropriate to communities, 2) medically and scientifically accurate, and 3) demonstrably effective in increasing knowledge and promoting healthy behaviors. A maximum of six projects will be funded. Each 24-month project will receive up to \$150,000 and approved indirect costs for its duration.

The contracting process and timeline were discussed. Important due dates included April 16, 2007 (Answers to Questions Posted on the DOH Website), May 15, 2007 (Application Deadline), November 15, 2007 (Notification of Awards), and April 1, 2008 (Estimated Contract Start Date).

The following modification to the application review process was discussed: Page 18, Section D – Review and Award Process – has been modified and will now read:

“The three stage review process will consist of 1) Review by panels of reviewers, including breast cancer survivors from outside New York State, public health professionals from New York State and elsewhere, and chaired by ex-officio members trained in the scoring of application sections (see previous discussion regarding maximum number of points that may be awarded to each section of the proposal). Each panel will provide an overall score and recommendation for each application; 2) HRSB members, provided with Summary Statements of the first level reviewers, will by majority vote, approve or disapprove each

application, and 3) HRSB approved applications will be recommended for funding to the Commissioner of Health.”

Answers to questions previously submitted by potential applicants (numbered 1 through 4 below) were reviewed to ensure that responses were clear. Additional questions were asked by the potential applicants at the conference (see questions numbered 5 through 16 below). The responses to these questions have been incorporated into this document.