

International <u>Development & Education</u> <u>Award (IDEA)</u>

and

IDEA in Palliative Care (IDEA-PC)

2026 Request for Applications (RFA)

Application Deadline: September 30, 2025

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ABOUT CONQUER CANCER

Conquer Cancer funds research for every cancer, every patient, everywhere. Since 1984, its Grants & Awards program has awarded more than \$203 million through more than 9,800 grants and awards to improve cancer care and accelerate breakthroughs in clinical and translational oncology research. Conquer Cancer donors support vital programs needed to deliver the highest quality patient care and share a vision of a world where cancer is prevented or cured, and every survivor is healthy.

2026 IDEA Request for Applications

Purpose

The International Development and Education Award (IDEA) provides support for early-career oncologists in developing countries and facilitates the sharing of knowledge between these oncologists and ASCO members. The program pairs IDEA Recipients with a leading ASCO member Mentor, and enables Recipients to attend the ASCO Annual Meeting, participate in a post-Meeting visit to their Mentor's institution, and develop long-term relationships to improve cancer care in their countries and inform ASCO programs in developing countries.

In addition, the International Development and Education Award in Palliative Care (IDEA-PC) provides medical education in palliative care, assists with career development, and helps establish strong relationships with leading members in the field of palliative care who serve as scientific Mentors to each recipient. IDEA and IDEA-PC Recipients are expected to share the knowledge and training they receive through the program with colleagues in their home countries once they return.

Award

The Award will provide each Recipient with the following:

ASCO Member Mentor

- An ASCO member in the U.S. or Canada who volunteers to serve as a mentor and is matched to an IDEA Recipient based on shared professional and scientific interests.
- The Mentor helps the Recipient navigate the Annual Meeting, hosts Recipient at their institution, and serves as a professional contact for Recipient after they return home.

ASCO Annual Meeting

- Complimentary registration for the Annual Meeting, including attendance at one ticketed session of the Recipient's choice.
- Economy-class airfare to and from the Annual Meeting (arranged by ASCO).
- Hotel room charge and tax, up to 6 nights, during the Annual Meeting (arranged by ASCO).
- Per diem stipend for meals and ground transportation.

Mentor Institution Visit

- Economy-class airfare between the Annual Meeting and Mentor's institution (arranged by ASCO).
- Hotel room charge and tax, up to 4 nights, during the mentor institution visit (arranged by ASCO).
- Per diem stipend for meals and ground transportation.

Other

- \$185 for expenses associated with obtaining a U.S. B1/B2 visa.
- \$100 for expenses associated with obtaining mandatory travel/medical insurance.
- Up to \$1,000 reimbursement for Recipients who must travel outside their country in order to obtain a U.S. visa.
- Three (3) years of complimentary membership with ASCO (subject to approval), which includes a subscription to the *Journal of Clinical Oncology*.

The Award is not intended to completely cover all travel or daily expenses during a Recipient's trip. For example, the Award does not cover medical care, taxes, gratuities (tips), phone calls, laundry, Internet service, in-room movies, etc. The Recipient is financially responsible for all expenses not explicitly covered by the IDEA award.

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Eligibility Criteria

Applicants must meet the following criteria in order to apply for the International Development and Education Award:

- 1. Applicants must have a current passport that expires after December 2026.
- 2. Applicants must be a <u>current resident</u> of a country classified by the World Bank as Low-Income, Lower-Middle-Income, or Upper-Middle-Income, and have limited resources to attend the ASCO Annual Meeting (see Page 13-14 for a list of countries).
- 3. As of June 1, 2026, applicants cannot have completed more than one <u>academic year</u> of "formal training" (for instance, attended medical school, participated in internships, fellowships, or residency programs) in a country classified by the World Bank as High-Income (see Page 13-14 for a list of countries).
- 4. Applicants must be a member of ASCO. Applicants who are not already members of ASCO must submit a membership application in order to be considered for the IDEA program. Those applicants who are already members of ASCO should check to confirm their memberships are active and may be required to make a payment to reactivate their membership.
- 5. Applicants cannot have previously received the IDEA award, IDEA-PC award or its predecessor, the International Travel Grant (ITG).
- 6. Applicants cannot have previously attended more than one ASCO meeting in the past five (5) years (including in-person attendance at the Annual Meeting, GI Symposium, or GU Symposium).
- 7. Applicants should be **within ten years** of graduating from their oncology program training. Therefore, applicants must have completed their oncology training in June 2016 or more recently.
- 8. Applicants must be fluent in English (both writing and speaking).
- 9. Must have demonstrated interest in palliative and supportive care into their institution. This may be shown by attending courses on the topic, participating in related clinical activities, published articles, etc. (IDEA-PC Applicants Only)

Applicants are <u>not required</u> to submit an abstract for the 2026 ASCO Annual Meeting. However, reviewers are still interested to know who plans to submit an abstract. This question is included within the application; please add whether it is your *intention* to submit an abstract for the 2026 ASCO Annual Meeting.

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Compliance with Applicable Legal Requirements (Applies to Non-U.S. Institutions and Entities)

The IDEA Award is subject to applicable financial and legal requirements, including but not limited to United States laws addressing foreign corrupt practices and economic and trade sanctions and embargoes (including but not limited to those administered by the Office of Foreign Assets Control of the U.S. Department of the Treasury). Notwithstanding any other provision in this Request for Applications, any grant award is contingent on Conquer Cancer's ability to transfer grant funds to the sponsoring institution and/or individual(s) and support the research project to be conducted by the applicant in compliance with all applicable legal requirements. Conquer Cancer will not accept applications from, and/or make grant awards to, certain foreign sponsoring institutions or individuals if Conquer Cancer is prohibited from doing so under U.S. sanctions laws, or if Conquer Cancer would be required to obtain a license from the Office of Foreign Assets Control or Department of Commerce to make such grants. If it is impossible or inadvisable for Conquer Cancer, in its sole and absolute discretion, to transfer grant funds to the sponsoring institution and/or individual(s) pursuant to applicable legal requirements, the grant will not be awarded to the sponsoring institution and/or individual. If, after payment of the first installment of a grant award, it becomes impossible or inadvisable for Conquer Cancer, in its sole and absolute discretion, to transfer grant funds to the sponsoring institution and/or individual(s) pursuant to applicable legal requirements, then Conquer Cancer shall have no obligation to pay additional installments of the grant award. It is the responsibility of the sponsoring institution and the applicant to provide Conquer Cancer with the information or lawful means that permit Conquer Cancer to transfer the grant funds in compliance with all legal requirements.

Among the resources available to evaluate compliance with requirements administered by the Office of Foreign Assets Control are:

- http://www.treasury.gov/resource-center/sanctions/Pages/default.aspx
- http://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx
- http://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx

The ASCO IDEA Steering Group reserves the right to evaluate and determine applicants' eligibility based on the information and justifications included in the application materials.

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Key Dates

July 1, 2025IDEA application period opens
September 30, 2025 Deadline to submit IDEA application (11:59 PM Eastern Time)
December 2025 Finalists contacted by members of IDEA Steering Group
January 2026All applicants notified of status (begin process for U.S. visa)
January (after notification) Deadline to accept/decline IDEA
Late FebruaryMentor/recipient matches announced
April 1Deadline for recipients to arrange U.S./Canadian visas
May 27IDEA recipients arrive in U.S.
May 28-29IDEA Leadership Skills Training
May 29-June 22026 ASCO Annual Meeting (Chicago, Illinois)
June 3-5Mentor's Institution Visit (U.S./Canada)
June 6Return to Home Country

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2026 IDEA Request for Applications

Application Details

All applications must be submitted in accordance with the requirements and instructions of this Request for Applications (RFA). All application materials must be in English and must be submitted online through the ASCO and Conquer Cancer Application Portal (awards.asco.org).

The full application must be submitted by <u>11:59 PM Eastern Time on Tuesday, September 30, 2025</u>. No late applications will be accepted.

2026 IDEA and IDEA-PC Application

The 2026 IDEA application includes the following <u>mandatory</u> components (see a detailed description of each component beginning on Page 7):

- A. Applicant Information
 - a. Contact Information, Institution, Professional Interests
- B. Additional Applicant Information
 - a. Previous experience, English fluency, and funding access
- C. Personal Statement
- D. Biographical Sketch
- E. Senior Oncologist Letter of Recommendation
- F. Institutional Approval

A. Applicant Information

This information is pulled directly from the applicant's ASCO membership profile. If changes need to be made to your information, visit <u>profile.asco.org</u>. Make sure that your profile has the most up-to-date information before beginning an application. Changes made to your profile are not saved in real-time but will be reflected on this form before submitting the full application.

- 1. Name
- 2. Degree
- 3. Institution
- 4. Address
- 5. Primary email address (all future communications about the application will be sent to this address)
- 6. Member ID
- 7. Do you have a medical degree?
- 8. Do you have a full-time faculty appointment (this includes the Instructor position)?
- 9. Academic Rank
- 10. Subspecialty Training
- 11. Field of Clinical Training
- 12. Field of Research Training

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B. Additional Applicant Information

Please add the following personal and professional details:

- 1. Nationality/Citizenship
- 2. Current Primary Activity (In Training, Practicing, or Research)
- 3. Primary Specialty/Disease Site Focus
- 4. English Proficiency Level
- 5. Current Research Funding (if applicable)
- 6. Attendance at past ASCO meetings (if applicable)
- 7. Information about planned Abstract submission for ASCO's 2026 Annual Meeting (if applicable)
- 8. Application to the IDEA program in previous years
- 9. IDEA Marketing

C. Biographical Sketch (Upload)

In this section, click the <u>link</u> to download a template for your biographical sketch. Please keep your biosketch to a maximum of 5 pages. You will need to enter information about your Education/Training and Work Information. If you have no published articles, you may enter "N/A" in Section B. If you have no research experience, you may enter "N/A" in Section C. If you have not attended or lectured at any conferences, you may enter "N/A" in Section D. If you are not involved with any professional societies, such as your local or national oncology society, you may enter "N/A" in Section E.

If you have recently filled out a biosketch form for an US National Institutes of Health (NIH) grant proposal, please feel free to use that form in place of this one.

After you have finished filling out this form, save it on your computer as a PDF and **upload** it to the online Application Portal.

Please note: To download the template, your pop-up blocker must be disabled. You can also find the templates on the asco.org/idea page.

D. Personal Statement (Upload)

In this section, click the <u>link</u> to download a template for your personal statement. Your Personal Statement must be written in English and be a maximum of two (2) type-written pages, using standard margins, Arial font type, size 11. This statement must be your original thoughts and words and provide as many details as possible. The Personal Statement is your opportunity to explain why the review committee should select you for the award. You can write your statement in a Word document, convert it to a PDF, and **upload** your personal statement to the online Application Portal.

The Personal Statement includes the following required sections:

- 1. **Background** Provide an overview of your oncology background and a description of oncology in your region of the world.
- Specific Objectives State concisely and realistically how attending the Annual Meeting and being
 mentored by an ASCO member at a cancer center in the United States or Canada will impact your
 work and oncology in your country/region. List specific objectives that you wish to accomplish
 while participating in the program.

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- 3. **Future Plans** Dissemination of the knowledge you gain is an important element of the IDEA program. State how you will apply what you learn during the Annual Meeting and the time spent with your mentor at a U.S./Canadian cancer center. Provide examples of lectures, meetings, and any other future plans you will carry out after returning to your home country.
- 4. **Mentor** Please indicate with a YES or NO if you currently have a mentor in a high-income country and provide a brief comment/description.
- 5. **Special this year** -- If you have a specific interest or experience in <u>quality improvement (QI) in</u> <u>cancer</u>, please state it, along with any specific objectives in QI in the relevant sections of your personal statement. If you are selected, you will be paired with a mentor in QI.

E. Senior Oncologist Letter of Recommendation (Upload)

In this section, click the <u>link</u> to download a template for your Letter of Recommendation. You must identify a Senior Oncologist who is willing to submit a letter of recommendation in support of your participation in the IDEA program. It is preferable, but not required, that your Senior Oncologist is an ASCO member, and that they reside in the same country as you. Please select someone who has known you for several years, is familiar with the quality of your work, and understands the importance of your attendance at the ASCO Annual Meeting (as it relates to your institution, your patients, and your country).

- You may choose a past IDEA recipient to serve as your Senior Oncologist.
- If you are currently enrolled in an oncology training program, the Director of your Training Program <u>must</u> approve the Letter of Recommendation.

Provide the Letter of Recommendation form to your Senior Oncologist. Your Senior Oncologist <u>must</u> use this form for your letter of recommendation. The form addresses the relationship between the applicant and Senior Oncologist, how the applicant compares to their colleagues, how participation in the IDEA program will impact the applicant, and the opportunities the applicant will have to disseminate the information learned upon returning home.

After the Senior Oncologist has completed the form, they should print and sign the form and give it back to you. You will also need to have your Program Director print and sign the form (if applicable). After obtaining the signature(s), you will need to scan the signed form, save it on your computer as a PDF, and upload it to the online Application Portal.

Please note: To download the link, your pop-up blocker must be disabled. You can also find the templates on the asco.org/idea page.

F. Institutional Approval (Upload)

In this section, click the <u>link</u> to download a template that will be completed by your Institutional Approver (for example, the <u>Chair</u> of your Department, or the <u>Director</u> of your Institution). This person must affirm that all information included in the application is accurate and true to the best of their knowledge; and that, if selected, the applicant has the support of the institution to participate in the IDEA program.

Provide the Institutional Approval form to the person who will serve as your Institutional Approver. After the Institutional Approver has completed the form, they should print and sign the form and give

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it back to you. You will need to scan the signed form, save it on your computer as a PDF, and upload it to the online application portal.

Please note: To download the link, your pop-up blocker must be disabled. You can also find the templates on the <u>asco.org/idea</u> page.

After all sections of the application have been completed, you will have an opportunity to review the entire application. On the left navigation, click "Review" to review or "Submit" to submit the application. Once you are completely satisfied with your application, you must click the "Submit" button. The "Submit" button will appear only after all sections of the application have been completed.

<u>To download a copy of the application</u>, click "My Applications". Click the ellipsis (...) on the specific application and click "Download". On the next screen, select the desired options and click "Download". A new tab will open. Once the download is ready, click "Download". The application will be downloaded as a zip file.

In order to be considered, applications must be complete and submitted prior to 11:59 PM Eastern Time,
Tuesday, September 30, 2025.

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Selection Process

All International Development and Education Award (IDEA) applications are carefully reviewed and evaluated by the IDEA Steering Group. The Steering Group scores and ranks the applications using consistent criteria across the applications, including the applicant's program objectives and dissemination plan, and their access to mentorship and oncology training. Each year, ASCO and Conquer Cancer fund 30 IDEA and IDEA in Palliative Care (IDEA-PC) recipients to participate in the program.

In order to ensure diverse representation among the recipients, the Steering Group may also take other factors into consideration, including oncologic specialty, primary activity (researchers vs. practitioners), and country or region.

In late-December/early January, each finalist will be called by a member of the IDEA Steering Group in order to assess whether the finalist is still interested in participating in the IDEA program, to find out whether the finalist has experienced any changes in their personal or professional life which may affect their ability to participate in the program, and to assess the finalist's ability to speak and comprehend English. The group of Recipients will be finalized after calls have been placed.

Award Notification

All applicants will be notified of their selection status in **January 2026.** The applicants selected to receive the Award will have approximately one (1) week to decide whether they will accept or decline the Award. In the event a Recipient declines the Award, an alternate will be contacted and offered the Award. All Award decisions are communicated via email and are final.

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Terms & Conditions

Applicants chosen to receive the International Development and Education Award must accept and comply with the following terms and conditions:

Passport / Visa Information

- Each Recipient must possess a passport that is valid at the time of anticipated travel, and remain
 valid for 6 months after entering the United States. If the passport has an expiration date before
 <u>December 1, 2026</u>, the Recipient must renew the passport before applying for a U.S. visa, and is
 responsible for paying any fees associated with renewing the passport.
- Each Recipient will begin the process of applying for a U.S. visitor (B1/B2) visa immediately upon receiving the IDEA Award. For more information on the visa application process, visit the U.S. State Department website (https://travel.state.gov/content/travel/en/us-visas.html) or contact the nearest United States Embassy or Consulate. ASCO is not responsible for providing visa assistance for travelers (e.g., a spouse or child) who are accompanying the Recipient to the United States.
- For Recipients who need to apply for a U.S. visitor (B1/B2) visa, ASCO will reimburse \$185 USD to
 defray the expense of obtaining a U.S. visa. This amount is not intended to cover the full expense
 of obtaining a U.S. visa. The \$185 reimbursement will be included in the Recipient's per diem
 stipend and is contingent upon successful participation in the IDEA program.
- For Recipients who must travel outside of their country in order to obtain a U.S. visa, ASCO will
 reimburse up to \$1,000 USD toward the cost of airfare, ground transportation, hotel, and meals.
 Recipients must provide all <u>original receipts</u> at the time of the Annual Meeting in order to obtain
 reimbursement, which is contingent upon successful participation in the IDEA program.
- It is the responsibility of the Recipient to find out whether any transit visas are required to travel through other countries on the way to the United States, and for obtaining those visas. The Recipient must notify ASCO if a transit visa is required.
- If a U.S. visitor (B1/B2) visa has not been obtained by April 1, 2026, or a visa appointment has not been scheduled, the Recipient <u>must</u> contact ASCO immediately. ASCO will evaluate whether the Recipient's participation in the IDEA program should be postponed.
- Although ASCO will try to accommodate any award winner who is unable to attend the ASCO Annual Meeting, ASCO cannot guarantee the award funds will be available after the year that the award was won.

Travel, Hotel, and Per Diem (Daily) Stipend

- ASCO will arrange economy-class airline tickets for all Recipients through ASCO's official travel agency. ASCO is <u>not</u> responsible for making arrangements for travelers (e.g., a spouse or child) who are accompanying the Recipient to the United States.
- A Recipient who wants to cancel their participation in the IDEA program, or change their travel itinerary, must contact ASCO at least 30 days prior to the Recipient's scheduled departure. The

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Recipient is financially responsible for any costs associated with changing or canceling the travel arrangements less than 30 days before departure, unless the change is the result of a true emergency (e.g., death or serious injury or illness of the Recipient or an immediate family member).

- The IDEA Award is <u>not</u> intended to completely cover all travel or daily expenses during a
 Recipient's travel. For example, the Award does not cover medical care, or taxes. All incidentals
 (room service, telephone, laundry, movies, etc.) will be paid for by the Recipient. The Recipient is
 financially responsible for all travel, living, and related expenses not covered as part of the IDEA
 program described here.
- The per diem stipend is intended to cover:
 - Food/meals purchased while participating in the IDEA program (some meals will be provided at events) and during the Mentor Institution Visit.
 - Ground transportation to and from the airport in the Recipient's home country and while in the United States.
 - Medical Travel Insurance is strongly recommended, and each Recipient will receive funds to reimburse them for their purchase of medical travel insurance. ASCO does not take responsibility for any medical care needed during the IDEA program.

Required Participation and Reports/Survey

- IDEA Recipients are required to communicate with their Mentors prior to departure for the United States. Recipients are also encouraged to maintain contact with Mentors following their experience.
- IDEA Recipients are required to attend all IDEA-related events during the Annual Meeting.
- IDEA Recipients are required to submit requested evaluations of the IDEA program and provide information on professional activities. A questionnaire will be sent to Recipients one (1) month following the Annual Meeting, another questionnaire will be sent to Recipients one (1) year later, and a third questionnaire will be sent to Recipients five (5) years after they received the award.
- Recipients are strongly encouraged to participate in any activities/reunions of IDEA alumni and to maintain contact with ASCO.

Other

- U.S. law requires ASCO to ask Recipients to confirm that they do not employ, transact with, provide services to, or otherwise deal with individuals or organizations that are sanctioned by the United States Department of Treasury's Office of Foreign Asset Control (OFAC), or with any persons known to it.
- Each Recipient must provide the name of a person (for example, a spouse or parent) whom ASCO can contact in case of emergency while the Recipient is in the United States.

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World Bank List of Countries Classified as Low-Income, Lower-Middle-Income, and Upper-Middle Income

If your country is not listed below, you do not meet the criteria for the International Development and Education Award, and you may not apply for the 2026 IDEA or IDEA-PC program. (Below list as of 7.1.25)

Low-Income Countries

Afghanistan	Ethiopia	Mali	Sudan
Burkina Faso	Gambia, The	Mozambique	Syrian Arab Republic
Burundi	Guinea-Bissau	Niger	Togo
Central African Rep.	Korea, Dem. Rep.	Rwanda	Uganda
Chad	Liberia	Sierra Leone	Yemen
Congo, Dem. Rep.	Madagascar	Somalia	
Eritrea	Malawi	South Sudan	

Lower-Middle-Income Countries

Angola	Eswatini	Mauritania	Solomon Islands
Bangladesh	Ghana	Micronesia, Fed. Sts.	Sri Lanka
Benin	Guinea	Morocco	Tanzania
Bhutan	Haiti	Myanmar	Tajikistan
Bolivia	Honduras	Nepal	Timor-Leste
Cabo Verde	India	Nicaragua	Tunisia
Cambodia	Jordan	Nigeria	Uzbekistan
Cameroon	Kenya	Pakistan	Vanuatu
Comoros	Kiribati	Papua New Guinea	Vietnam
Congo, Rep.	Kyrgyz Republic	Philippines	West Bank and Gaza
Côte d'Ivoire	Lao PDR	Samoa	Zambia
Djibouti	Lebanon	São Tomé and Principe	Zimbabwe
Egypt, Arab Rep.	Lesotho	Senegal	

Upper-Middle-Income Countries

Albania, Algeria	Dominican Republic	Kosovo	Serbia
Argentina	Ecuador	Libya	South Africa
Armenia	El Salvador	Malaysia	St. Lucia
Azerbaijan	Faustorial Cuinas	Maldives St. Vincent & the Grenadines	St. Vincent & the
Azerbaijan	Equatorial Guinea		Grenadines
Belarus	Fiji	Marshall Islands	Suriname
Belize	Gabon	Mauritius	Thailand
Bosnia and Herzegovina	Georgia	Mexico	Tonga
Botswana	Grenada	Moldova	Turkey
Brazil	Guatemala	Mongolia	Turkmenistan
China	Indonesia	Montenegro	Tuvalu
Colombia	Iran Islamic Rep	Namibia	Ukraine
Costa Rica	Iraq	North Macedonia	
Cuba	Jamaica	Paraguay	
Dominica	Kazakhstan	Peru	

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World Bank List of Countries Classified As High-Income

If you have completed more than one <u>academic year</u> of "formal training" (for instance, attended medical school, participated in internships, fellowships, or residency programs) in a country listed below, you do not meet the criteria for the International Development and Education Award, and you may not apply for the 2026 IDEA or IDEA-PC program.

American Samoa	Gibraltar	Palau
Andorra	Greece	Panama
Antigua and Barbuda	Greenland	Poland
Aruba	Guam	Portugal
Australia	Guyana	Puerto Rico
Austria	Hong Kong SAR, China	Qatar
Bahamas, The	Hungary	Romania
Bahrain	Iceland	Russian Federation
Barbados	Ireland	San Marino
Belgium	Isle of Man	Saudi Arabia
Bermuda	Israel	Seychelles
Bulgaria	Italy	Singapore
British Virgin Islands	Japan	Sint Maarten (Dutch part)
Brunei Darussalam	Korea, Rep.	Slovak Republic
Canada	Kuwait	Slovenia
Cayman Islands	Latvia	Spain
Channel Islands	Liechtenstein	St. Kitts and Nevis
Chile	Lithuania	St. Martin (French part)
Croatia	Luxembourg	Sweden
Curação	Macao SAR, China	Switzerland
Cyprus	Malta	Taiwan
Czech Republic	Monaco	Trinidad and Tobago
Denmark	Nauru	Turks and Caicos Islands
Estonia	Netherlands	United Arab Emirates
Faroe Islands	New Caledonia	United Kingdom
Finland	New Zealand	United States
France	Northern Mariana Islands	Uruguay, Venezuela
French Polynesia	Norway	Virgin Islands (U.S.)
Germany	Oman	

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Appendix A. Helpful Tips for Using the Application Portal

Getting Started

To access the application portal, go to awards.asco.org.

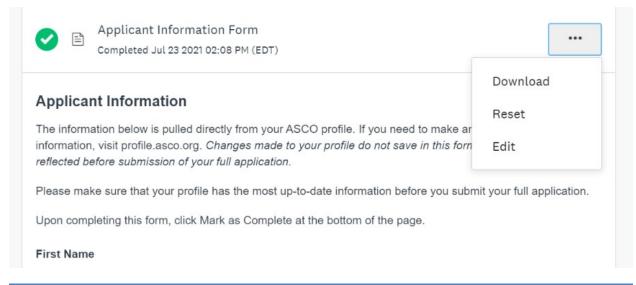
- If you have an existing ASCO account, use your ASCO credentials to log into the application portal. If you are having issues logging in, click the "Need Help?" link in the "Log-in" page.
- If you do not have an ASCO account, go to awards.asco.org and click "Log-in" in the top right corner of the screen. On the next screen, click "Create Account" and follow the prompts to complete your account setup and create a password. After your account is set up, you will be returned to the application portal.
- <u>To initiate an application</u>, once logged into the application portal, click "View Programs", select the program "International Development and Education Award", and click "Apply".
- *NOTE:* Make sure that your ASCO membership profile has the most up-to-date information before beginning an application

Completing the Eligibility Quiz

You will first be asked to complete an eligibility quiz. Once you have answered each question, click "Mark as Complete" at the bottom of the page. You will then receive an email to confirm your eligibility. If you are eligible, you will automatically have access to the full application. The different application tasks will appear in the left navigation. If you have any questions regarding eligibility, contact idea@asco.org.

Navigating the Application

- Click the task(s) in the left navigation to start working on your application.
- Click "Save and Continue Editing" at the bottom of the page as you go through the application.
- When finished with a particular task (e.g., Project Information), click "Mark as Complete" at the bottom of the page to validate task completion.
- If you need to edit a task after it has been Marked as Complete, click the ellipsis (...) on the top right corner of the task as shown below. Select "Edit" to reopen the form.
 - o IMPORTANT! Do NOT click "Reset" as this will delete previously entered data!



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Uploading a Document

- Click "Show accepted formats" to determine the file formats accepted. Documents should not be password protected.
- Documents must follow the file naming convention and requirements for page limits, margins, and fonts (see individual application sections for details). If any document you uploaded does not meet the specific criteria, Conquer Cancer will return your application.
- To upload a document, click "Attach File" and select the file to be uploaded.
- To edit a file name, click the ellipsis (...) next to the file name as shown below. Select "Edit" and enter the new file name based on the file naming convention.
- To remove or replace an uploaded document, click the ellipsis (...) next to the file name as shown below. Select "Remove" then click "Attach File".
- NOTE: You may need to clear your browser's cache to make sure you are able to view the reuploaded document.





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