

**Alliance Cancer Care Delivery Research Committee
Pilot Project Proposal Checklist**

- ☐ Your institution and all co-PI institutions, if applicable, are an Alliance member institution.
- ☐ You and all co-PIs, if applicable, are an individual Alliance member.
- ☐ You are an Alliance Cancer Care Delivery Research Committee member. If co-PIs, the contact PI must be an Alliance Cancer Care Delivery Research Committee member.

Are all of these components included in your proposal?

- ☐ Application
 - ☐ Title page, including address, phone number, and preferred email address for contact PI. If co-PIs, include email address for all co-PIs
 - ☐ Background, including rationale and significance
 - ☐ Study objectives
 - ☐ Study plan, including schema and eligibility criteria
 - ☐ Data analysis plan, including feasibility
 - ☐ Feasibility (provide evidence that study can reach accrual goal within 12 months of the start of study activation)
 - ☐ Description of how this pilot study will lead to an Alliance CCDR protocol to be conducted within the NCORP network in the future.
 - ☐ Description of research environment
 - ☐ References
- ☐ Biosketch of PI(s)
- ☐ Documentation of Other Support for PI(s)
- ☐ Budget in PHS 398 format, including the Checklist Form page (not to exceed \$150,000 in total costs)
- ☐ Budget justification

**** YOU MAY INCLUDE ONE LETTER OF SUPPORT FOR EACH SITE IN A MULTI-SITE TRIAL. DO NOT INCLUDE OTHER LETTERS OF SUPPORT – THEY WILL NOT BE INCLUDED WITH YOUR SUBMISSION WHEN ASSIGNED TO REVIEWERS.**