

NCI Cancer Prevention Fellowship Program Initial Research Proposal

INSTRUCTIONS FOR PROPOSALS

Due Date: 4th Friday in October

1. **FACE SHEET (1 page):**

- A. Title of Proposal
- B. Your name
- C. Affiliation (Branch, Department or Laboratory where work will be conducted)
- D. Key collaborators and their title(s)

2. **BACKGROUND AND SIGNIFICANCE (1 page maximum, not including references):**

Briefly review the background literature and existing knowledge that led to the hypotheses to be investigated. Clearly state the relevance of the proposed research to the field of cancer prevention and control.

References cited in the text should be listed numerically in order as they appear. For example: *Prostate cancer is the most common non-cutaneous cancer in men from industrialized countries (1)*. References should be listed in “References” section (see #5 below)

3. **SPECIFIC AIMS (1 page maximum):**

Enumerate the aims of the intended research, stating concisely and realistically what the research is intended to accomplish. Include specific hypotheses to be tested.

4. **RESEARCH DESIGN AND METHODS (1 page maximum):**

Describe the study design and the procedures to be used to accomplish the specific aims.

5. **REFERENCES (1 page maximum):**

References cited in the “Background and Significance” and “Research Design and Methods” sections should be listed in numerical order according to the corresponding number in the narrative sections.

6. **PLANNED OUTCOMES (1 page maximum):**

- A. List planned abstracts (working title and authorship) to be submitted for presentation at scientific meeting(s) (include meeting name and dates; specify abstract submission dates if possible).
- B. List planned manuscripts (working title and authorship) and other outcomes, as appropriate (i.e., CD ROM, pamphlet, etc.).

TIMELINE: Include a 12 month time line listing project milestones and anticipated manuscript submission dates (list working title and authorship with submission dates). Also include a long-term time line (>12 months) if more than one manuscript is anticipated from the project.

FORMATTING: Proposals should be typed (12-point font), single-spaced on plain white paper (8.5” x 11”), with 1” margins. Please include your name, with the last name first, on top right hand corner of each page (as a “Header”) and number each page on the bottom, centered. **The face sheet and proposal should not exceed six pages; time lines should be no more than two pages.** Please deliver six copies of the proposal to EPS T-41 no later than 5:00 P.M. on the 4th Friday in October. Complete the next page and submit with the proposal and time lines.

Your name here: _____

PRECEPTOR MEETING DATES

Please submit to the secretary in EPS T41 at least 5 possible dates and times for a 45 minutes meeting convenient for you and your preceptor to discuss your proposal with senior CFPF staff during November and the first week of December. Choose times in the afternoon that start on the hour (starting at noon, last time slot starts at 4 pm), avoiding the Veteran's Day Holiday. For fellows traveling from main campus and Frederick, we can try to accommodate appointments at 8:30 AM, noon, and 4 PM on Wednesday as well. **DUE DATE FOR MEETING DATES FORM: 3rd Friday in October.**

Choice #1	_____	_____
	Date	Time
Choice #2	_____	_____
	Date	Time
Choice #3	_____	_____
	Date	Time
Choice #4	_____	_____
	Date	Time
Choice #5	_____	_____
	Date	Time