COVID-19 Clinical Research Coordination Proposal Form

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| ***For COVID-19 Clinical Research Coordination Team Use Only*** |
| **File number assigned** |  |
| **Node assigned** |  |
| **Date originally received by ODD** |  |
| **Date received by node** |  |
| **Date received by COR-TF** |  |
| **Date received by EGG** |  |

# Introduction and Instructions

We have a significant opportunity to take a strategic approach in addressing clinical challenges associated with COVID-19 by increasing research coordination in BC.

It is optional for new or ongoing COVID-19 research studies to be a part of the COVID-19 Clinical Research Coordination Initiative.  However, to take advantage of a coordinated COVID-19 research approach and to facilitate access to precious bio-specimens, we highly encourage researchers go through the research coordination process to ensure alignment. In addition, it may help identify others working on similar projects, and there may be resources available to support your project.

There are substantial COVID-19 research efforts underway, and more continue to emerge. With this pace and shared focus, the potential for duplication or even working at cross-purposes increases substantially. The COVID-19 research coordination process will help to address these challenges.

To access the COVID-19 research coordination process, please complete this proposal form and send it to covid19.clinicalresearchcoordination@ubc.ca. Please be as succinct as possible. You may provide additional background documentation in PDF format, if required. While submitting a completed form is the fastest way, if you feel a discussion would be helpful before completing the form, please send a high-level description of your idea or proposal to the email address above to request a meeting.

Proposals will go through a three-stage review process, and you will receive a response as soon as possible. Proposals will be reviewed based on the following guiding principles:

* **Relevance/Significance**: Why does the research matter?
* **Innovation**: How is the research new?
* **Urgency**: Is the research needed now?
* **Effectiveness**: Will the research achieve its objectives?
* **Feasibility**: Can the research be done?
* **Efficiency**: Is the research a good use of resources?
* **Qualifications**: What is special about the people conducting the research?
* **Impact**: What difference will the research make?

Thank you for your interest and participation in this process, and for your dedication to health research.

# Applicant Information

## Primary Applicant

*Indicate who will lead the proposed project.*

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| --- | --- | --- |
| **Name** | **Title(s) and organizational affiliation(s)** | **Email address** |
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## Co-applicant(s)

*List any other co-applicants or team members. Add rows to the table as needed.*

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| --- | --- | --- |
| **Name(s)** | **Title(s) and organizational affiliation(s)** | **Email address(es)** |
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## Health Authority Contact

*Indicate who your Health Authority contact is, if applicable.*

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| **Name** | **Title(s) and organizational affiliation(s)** | **Email address** |
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# Focus Area(s)

*The proposal review process involves triaging proposals according to the following areas. Please indicate the areas to which your proposed project relates. Select all that apply.*

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|[ ]  Biomedical research |
|[ ]  Biobanking |
|[ ]  Data sciences |
|[ ]  Clinical trials |
|[ ]  Psychosocial issues |
|[ ]  Industry liaison |
|[ ]  Communications |
|[ ]  Other: |  |

# Proposed Project Information (3 Page Limit)

*Please limit this section to three pages or fewer (including the existing titles and section descriptions).*

## Title

*Provide a brief title for your proposed project.*

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## Objectives

*List the objectives the proposed project seeks to achieve, focusing on the outcomes or benefits the project intends to deliver.*

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## Context

*Describe the project context or background with emphasis on the problem it seeks to solve or the opportunity it seeks to seize. Indicate why it is important to do now.*

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## Description

*Describe the work that you propose to do and the process or methodology you plan to follow in order to achieve the objectives.*

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## Timeframe

*Indicate a planned start and end date for your proposed project.*

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| **Planned start date:** |  | **Planned end date:** |  |

## Location

*Indicate where the proposed project will take place, and whether or not you already have approval to use the space.*

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## Existing Resources

*List any resources that have already been made available for this project. For example, this could include people, funding, space, technology, biospecimens (blood, nasal swabs, etc.), data, patient perspectives, or other resources.*

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## Resource Requirements

*Describe any additional resources that are required for this proposed project to be successful. Please be as succinct as possible. For example, this could include people, funding, space, technology, biospecimens (blood, nasal swabs, etc.), data, patient perspectives, or other resources.*

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## Sustainability

*Describe any ongoing operational requirements that will exist once the project is complete, with a high-level plan to fulfil them.*

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## Evaluation

*Describe how you will evaluate the project to determine whether the objectives were achieved, and how you will share what you have learned with the broader Faculty of Medicine community.*

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