



2019 Bladder Cancer Research Innovation Award

LETTER OF INTENT (LOI) REVIEWER GUIDELINES/INSTRUCTIONS

LOI Dates and Deadlines:

- January 16: LOIs due
- February 13: LOIs assigned to reviewers
- **March 6: Reviewer critiques due (3 weeks to complete)**

Full Proposals:

- March 13: BCAN will notify applicants and process opens for submitting full proposals
- April 24: Full proposal applications due
- May 8 Applications assigned to reviewers
- June 5: Reviewer critiques due for full applications
- Week of June 17: SRG Teleconference (date & time TBD)
- Week of June 24: BCRN Meeting to select final awardee (date & time TBD)
- Week of July 1: 2018 Bladder Cancer Innovation Awardee announced

We will base our decision about which applicants we will invite to submit full applications on the LOI reviews and intend to invite up to 10 applicants to submit a full proposal. We have assigned 3 reviewers for each LOI. You are asked to review a subset of the LOIs we received.

It is our intent that the review process not take too much of your time. There are only a few questions for each review, and what we primarily want to be able to do with your reviews is eliminate those projects that do not meet our criteria and determine which 10 applicants should be invited to submit a full proposal.

While the assignments were made to avoid obvious conflicts of interest, you may be aware of real or potential conflicts that we were not. You will be asked to read and provide an electronic signature in agreement with the BCAN Conflict of Interest and Confidentiality Policy prior to viewing LOIs.

You should not review an LOI if:

- the LOI is from your own institution. In the case of universities with multiple campuses, each campus is considered a separate institution;
- you are a major consultant or have direct financial interest; or
- another apparent or real conflict of interest exists.

After you have looked over your assignments, please contact Bernadette Fitzsimmons at bfitzsimmons@bcan.org or 301-215-9099 with any known or potential conflicts so that we can reassign the LOI to another reviewer in a timely way. We will be using proposalCENTRAL for the LOI review process.

Bladder Cancer Research Innovation Award

The following are the questions that you will answer if you are evaluating Bladder Cancer Research Innovation Award (INNOV) LOIs. The evaluations will be on a 1-9 scale, with limited comments.

- **Responsiveness to RFA:** Does the proposal address innovative research as outlined in the RFA?
- **Investigator:** Does the applicant have appropriate experience and training to successfully complete the proposed project? Has the applicant achieved, or have the potential of achieving, a track record of accomplishments to advance the field of bladder cancer research?
- **Innovation:** Does the application challenge and seek to shift current research or clinical practice patterns by utilizing novel theoretical concepts, approaches or methodologies, instrumentation or interventions?.
- **Significance:** If the aims of the project are achieved, how will scientific knowledge, technical capability, and/ or clinical practice be improved?
- **Approach:** Are the overall strategy, methodology, and analyses well-reasoned and appropriate to accomplish the specific aims of the project? Are potential problems, alternative strategies and benchmarks for success presented? Is the budget fully justified and reasonable in relation to the proposed project?
- **Environment:** What institutional support, equipment and resources are available to the applicant and are they adequate to successfully complete the proposed project?

Please also include whether you recommend that we invite the applicant to submit a full application.

We expect that you submit your evaluations no later than Wednesday, March 6, 2019.

Invitations to proceed with the full application will be issued on Wednesday, March 13 so we cannot offer extensions.

Please contact Stephanie Chisolm, PhD, Director of Education and Research with any program questions at schisolm@bcn.org or 301-215-9099

If you need technical support, contact proposalCENTRAL at pcsupport@altum.com or 1-800-875-2562.