CECCR Orientation
Essentials of Peer Review
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- Read & Comply with RFA Instructions
  - Include All Recommended Components
  - Follow the suggestions (within 120%) on page recommendations (limits) for each component
  - Follow the NEW NIH Instructions on Appendix materials; consult the URL in the RFA; please do not ask for waivers; send a CD of the appendix material if possible (not required)
  - Read the Review Criteria carefully to understand the basis for the evaluation

Application Preparation Hints

- Make your application complete. No supplemental material will be accepted after the receipt date.

- Pilot projects will be reviewed as a cluster & not individually. Individual budgets are not necessary. Use a line item in the administrative core.

- Existing institutional research resources should be used & not duplicated in the application.

National Cancer Institute

- Advisory Committees: For new applicants do not name potential members. For renewal applicants **DO NAME** advisory committee members.

- Use common sense:
  - use a readable type & font especially in figures. Keep the reviewers in mind.
  - Organize material for ease of review.

Application Preparation Hints (cont'd)

- Read and follow all instructions in the PHS 398 regarding human subjects and vertebrate animals (5 points).

- If human subjects are involved include a targeted planned enrollment table. Have an IRB member review your protocol.

- Don't forget data & safety monitoring requirements.

- Have a statistician assess statistical power for all studies.

- Address biohazard issues if appropriate.

The Peer Review Process

- Will be driven by the number of applications

- Will likely occur sometime in June or July

- Will use an expedited review process (triage)

- Will generate a summary statement for each applicant with comments on all major components.