

Submission Components: From Letter of Intent to Project Launch

| Submission Components | Tufts CTSI Letter of Intent Submission | Tufts CTSI Proposal Submission | Post-award NCATS Submission (for human and animal subjects research) |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|--------------------------------|----------------------------------------------------------------------|
| Project Summary | ✓ | ✓ | ✓ |
| Background and Significance <ul style="list-style-type: none"> • Project rationale • Potential benefits of the proposed research • Importance of the knowledge gained • Description of translational path | ✓ | ✓ | ✓ |
| Specific Aims <ul style="list-style-type: none"> • Primary and secondary aims | ✓ | ✓ | ✓ |
| Project feasibility statement | ✓ | ✓ | |
| Key Personnel <ul style="list-style-type: none"> • Name(s) and affiliation • Biosketch(es) (for applications only) | ✓ | ✓ | ✓ |
| Project Abstract | | ✓ | |
| Research Procedures <ul style="list-style-type: none"> • Study design and research procedures <ul style="list-style-type: none"> • Study population characteristics (if applicable) • Study timeline • Overall structure of the study team • Description of next steps | | ✓ | ✓ |
| Stakeholder Engagement Plan | | ✓ | |
| Applicant Authorization and Approval Form | | ✓ | |
| Project Budget | | ✓ | ✓ |
| Certification of IRB/IACUC approval (as applicable) | | | ✓ |
| For clinical trials and greater than minimal risk human subject studies: <ul style="list-style-type: none"> • Human subjects training certificate(s) • Study protocol • Protection and monitoring plan • Protocol synopsis (for clinical trials only) | | | ✓ |