

**CANCER NANOTECHNOLOGY PLATFORM PARTNERSHIPS (CNPP; U01)
GUIDELINES FOR CNPP ANNUAL AND INTERIM REPORTS**

Due dates: June 1st (Annual Report) and December 15th (Interim Report)

OMB No. 0925-XXXX

Expiration Date: xx/xx/20xx

Public reporting burden for this collection of information is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. **An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.** Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: NIH, Project Clearance Branch, 6705 Rockledge Drive, MSC 7974, Bethesda, MD 20892-7974, ATTN: PRA (0925-xxxx). Do not return the completed form to this address.

CONTENT

1. CNPP OVERALL PERFORMANCE (ONE PAGE)

- a. Please list key achievement(s) of the CNPP expected at the end of its performance

2. PROJECT SUMMARY (THREE PAGES)

Please include:

- a. Accomplishments during reporting period by Specific Aims
- b. New collaborations (within and outside the Alliance)
- c. Indication of meeting (or not) specific milestones
- d. Discussion on anticipated, future milestone changes
- e. Plans for the next six months
- f. Red flags – any current or anticipated roadblocks towards meeting the goals

3. CHALLENGE PROJECTS (TOTAL FOR ALL PROJECTS SHOULD NOT EXCEED TWO PAGES)

For each Challenge Project include:

- a. Accomplishments during reporting period
- b. Plans for the next six months, if any

ITEMS 4-8: UP TO THREE PAGES

4. EVIDENCE OF COMMUNITY BUILDING AND INTERACTION WITHIN THE ALLIANCE

- a. Please list any new collaborations (within or outside of the Alliance) related to this U01
- b. CNPP participation in Challenge Projects
- c. Please list information on data submission to caNanoLab and materials submission to the Nanotechnology Characterization Laboratory

5. PROGRESS TOWARDS CLINICAL TRANSLATION

6. PROGRESS TOWARDS TECHNOLOGY TRANSFER AND COMMERCIALIZATION

7. EDUCATION/ TRAINING AND OUTREACH ACTIVITIES

8. NEW FUNDING OPPORTUNITIES WHICH LEVERAGED CNPP WORK

9. PUBLICATIONS & PATENTS (ACCEPTED AND PUBLISHED). IF POSSIBLE, PLEASE SUBMIT THE LISTS IN ENDNOTE FORMAT.

Annual report also requires submission of form PHS2590. The additional write-up which follows above guidelines is an attachment to PHS form.

**Annual report due June 1st must be mailed by the Institutional Signing Official to:
Division of Extramural Activities Support
OER National Institutes of Health
6705 Rockledge Drive, Room 2207, MSC 7987
Bethesda, MD 20892-7987 (for regular or US Postal Express mail)
Bethesda, MD 20817 (for other courier/express mail delivery only)**

Please send a copy of the report (pdf file) to the NCI Office of Cancer Nanotechnology Research Staff member listed on your grant.

Interim report (pdf file) due December 15th must be submitted by the Institutional Signing Official via email to the NCI Grants Management Specialist named on the grant. Please send a copy of the report to the NCI Office of Cancer Nanotechnology Research Staff member listed on your grant.