

Attachment 3: Webpage Solicitation Email

Dear Dr., <<SPORE Director>>,

Congratulations on your SPORE! As a part of your participation in the SPORE Community we request that you prepare your NCI SPORE Webpage, which will be included on the [Translational Research Program Website](#).

This is a public website used by researchers, clinicians, patients and families, advocates, and congressional staffers interested in funding decisions and/or SPORE-associated research and outcomes. SPORE Webpages provide summary level details on SPORE leadership, projects, cores, and programs (e.g. [Washington University St. Louis Leukemia SPORE](#)) and should align with the funded SPORE grant. Please only submit information pertaining to components federally funded within the SPORE.

Follow the instructions in the attached SPORE Webpage Template to develop your SPORE Webpage. Here are a few things to keep in mind when developing your page:

- This information will be made available to the public, so please make sure the information provided is accurate and up-to-date.
- Renewed grantees should provide updated webpage information for their newly funded grant. We have implemented a new template, so please make sure your new page is following the new format.
- Press releases should not be published until the SPORE Webpage is made available. To avoid delay of institutional press releases, please submit your webpage information as soon as possible.

Responses are due by _____. Please contact me or the Program Director if you have any questions.

Please provide feedback on this process by completing the survey provided at the bottom of the Instruction Template.

Thank You,