Attachment 2: SPORE Webpage Screenshots

SPORE Website and Advocate Collection Details

Please follow the instructions to develop content for your SPORE's webpage, which will be made available on the Translational Research Program Website. An example page can be found here: https://trp.cancer.gov/spores/abstracts/baylor_breast.htm.

SPORE TITLE *

Titled used in the application.

Institution *

The webpage will be filed under the primary institution, that is, the submitting institution.

PI Contact *

First | Last | Suffix

MPI(s) options will become available after each entry.

PI Photo

[Upload] or drag files here.

POSITION

Up to 100 characters

Institution

Address *

Address Line 1

Address Line 2

City | State | Zip Code

Desk Phone *

Avoid Clinic or Switchboard Numbers

Email *

Preferred Institutional Email

Is there an additional PI (MPI)

○ Yes ● No

Administrative Assistants Name *

First | Last

Phone

Avoid Clinic or Switchboard Numbers

Email *

Administrative Assistants Name *

First | Last

Phone

Email *

SPORE Administrator's Name (Primary) *

| First | Last |

This will be the individual managing the day-to-day administrative and/or financial activities of the SPORE, e.g. grants manager/administrators, project managers, or administrative directors). No more than 2 Administrators should be listed per SPORE; however, by exception and approval, one additional Administrator from Cancer Center administration is allowed. A request can be emailed to Tam Walton at tamara.walton@nih.gov.

Address

Address Line 1

Address Line 2

| City | State | Zip Code |

Phone

Email *

Avoid Clinic or Switchboard Numbers

Is there an additional Administrator?

○ Yes ◉ No

SPORE Advocate(s)

| First | Last |

The SPORE program encourages the inclusion of SPORE Advocates . The SPORE Advocate will not be listed on the website unless specifically requested. However, we often interact with Advocates for SPORE-related updates and invitations to related webinars and meetings. To increase programmatic support, we would like to build a comprehensive roster of SPORE advocates to get input on what resources and activities (teleconferences, webinars etc.) would be most beneficial for them.

Phone

Email

Avoid Clinic or Switchboard Numbers

How does the Advocate interact with the SPORE?

☑ EAB ☐ Patient Navigator ☐ Clinical trial conultants ☐ DRP and/or CEP project committee members ☐ Outreach

Multiple boxes can be checked.

Is there an additional Advocate? (2)

○ Yes ◉ No

Overview

Provide an Overview abstract of the active grant with a maximum of 350 words. **An example page can be found here:** https://trp.cancer.gov/spores/abstracts/baylor_breast.htm. MS WORD .docx or .doc ONLY. Avoid .pdf.'s.

Overview *

[Upload] or drag files here.

MS Word document can be uploaded. ONLY LOAD THE OVERVIEW.
Limit to 350 words.

PROJECTS

List all Projects. Each Project listing should include the following:

- Complete Project Title with project number – as listed within the application.
- Name(s) and credentials of the Project Co-leaders only – as listed within the application (no photos).
- Identify "Basic" Project Leader versus "Clinical/Applied" Project Leader.
- Hyperlink each name with the contact email.
- An abstract/brief description for each project, which may include figures, tables, cartoons, and images related to the abstract or description. Please include the caption for all figures, tables, etc. Do not include links to websites or videos.
- **An example page can be found here:** https://trp.cancer.gov/spores/abstracts/baylor_breast.htm.

Upload each projects individually. Maximum of 350 word maximum. MS WORD .docx or .doc ONLY.

Project (1) Upload *

[Upload] or drag files here.

MS Word document can be uploaded. ONLY LOAD THE PROJECTS. Limit to 350 words.

Project (2) Upload *

[Upload] or drag files here.

MS Word document can be uploaded. ONLY LOAD THE PROJECTS. Limit to 350 words.

Project (3) Upload

[Upload] or drag files here.

MS Word document can be uploaded. ONLY LOAD THE PROJECTS. Limit to 350 words.

Project (4) Upload

[Upload] or drag files here.

MS Word document can be uploaded. ONLY LOAD THE PROJECTS. Limit to 350 words.

If there are additional projects, please forward an additional document that meets the criteria above.

CORES

List all Cores. Each Core listing should include the following:

- Administrative Core, Pathology/Biospecimen Core are required. Then list all other cores.
- Complete Core Title with project number or letter – as listed within the application.
- Name(s) and credentials of the Core Director(s) – as listed within the application (no photos).
- Hyperlink each name with the contact email.
- An abstract/brief description for each core, which may include figures, tables, cartoons, and images related to the abstract or description. Please include the caption for all figures, tables, etc. Do not include links to websites or videos.
- **An example page can be found here:** https://trp.cancer.gov/spores/abstracts/baylor_breast.htm.

Up to 4 Cores on one document with maximum of 200 words. MS WORD .docx or .doc ONLY.

Administrative Core Upload *

| Upload | or drag files here. |

MS Word document can be uploaded. ONLY LOAD THE CORES. Limit to 200 words.

Biospecimen/Pathology Core Upload *

| Upload | or drag files here. |

MS Word document can be uploaded. ONLY LOAD THE CORES. Limit to 200 words.

Optional Core Upload

| Upload | or drag files here. |

MS Word document can be uploaded. ONLY LOAD THE CORES. Limit to 200 words.

Optional Core Upload

| Upload | or drag files here. |

MS Word document can be uploaded. ONLY LOAD THE CORES. Limit to 200 words.

If there are additional cores, please forward an additional document that meets the criteria above.

Developmental Research Program (DRP)

DRP should include the following:

- Complete Program Title – as listed within the application.
- Name(s) and credentials of the DRP Director(s) – as listed within the application (no photos).
- Hyperlink each name with the contact email.
- An optional abstract/brief description or program. Do not include links to websites or videos.

200 word maximum. MS WORD .docx or .doc ONLY.

DRP Upload *

| Upload | or drag files here. |

MS Word document can be uploaded. ONLY LOAD THE DRP. Limit to 200 words.

Career Enhancement Program (CEP)

CEP should include the following:

- Complete Program Title – as listed within the application.
- Name(s) and credentials of the CEP Director(s) – as listed within the application (no photos).
- Hyperlink each name with the contact email.
- An optional abstract/brief description or program. Do not include links to websites or videos.

200 word maximum. MS WORD .docx or .doc ONLY.

CEP Upload *

| Upload | or drag files here. |

MS Word document can be uploaded. ONLY LOAD THE CEP. Limit to 200 words.

Institutional SPORE Website

If available, please provide the link to your Institutional SPORE Website. Before adding, please be sure that the link works, is directing to the correct page, and that the information provided on the site/page is up-to-date. **Do not include links to non-SPORE related pages.**

Submit

Save