



Clinical and Translational Science Awards Program
**Coordination, Communication, &
Operations Support**

**Working Group Proposal Submission Form
For Reference Only**

Below are the questions included in the WG Proposal form, which will be open for submissions on the CCOS website during two cycles per year (March and September).

Submitters may save and return to edit an opened proposal and submit prior to the deadline.

- *Submitters will only be allowed to work on one proposal at a time.*
- *Once submitted, you will not be able to return to edit your submission.*
- *Please be mindful to save your progress every ~15 minutes.*
- *We also suggest that you prepare your proposal content in advance of form submission using this form as a guide.*

*All questions below are required for submission.

1. Working Group Proposal Title [OPEN TEXT FIELD]

2. WG Application Cycle [AUTO POPULATED]

3. Is this proposal a resubmission?

[IF YES, YOU WILL BE ASKED TO PROVIDE]

- Previous Proposal Title
- SC Feedback Addressed in Resubmission

NOTE: If you would like a copy of your previous working group proposal for reference, you may email support@ccos.ctsa.io with the previous proposal's title and submission date.

4. Submitter's First Name, Last Name [AUTO POPULATE]

5. Submitter's Email address [AUTO POPULATE]

6. Submitter's Affiliated Institution [AUTO POPULATE]

7. Which of the following key topic areas does this WG proposal address? [MULTI-SELECT OPTIONS]

- Translational science methods & best practices
- Artificial intelligence
- Clinical and health research innovation



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- Solution-oriented approaches in health disparities research
 - National training curricula in CTS
 - Other (specify below)
8. Is this working group proposal sponsored by an Enterprise Committee (EC)?
➤ [IF YES, YOU WILL BE ASKED]
 - Which EC? [Enable selection from a drop down of ECs]
 - Please upload the EC Letter(s) of Support
9. Provide the background or rationale for this Work Group [OPEN TEXT FIELD 2500 CHARACTERS]
10. How does this WG proposal differ from or complement current consortium efforts? [OPEN TEXT FIELD 2500 CHARACTERS]
11. What is the purpose for this WG? [OPEN TEXT FIELD 2500 CHARACTERS]
12. What are the goals of this WG? [OPEN TEXT FIELD 2500 CHARACTERS]
13. What are the deliverables for this WG? [OPEN TEXT FIELD 2500 CHARACTERS]
14. What is the expected impact? [OPEN TEXT FIELD 2500 CHARACTERS]
15. List all proposed members names and hubs. [LIST FIRST NAME, LAST NAME, INSTITUTION, EMAIL] [MAY LIST UP TO 100 NAMES]
16. Describe your plan to recruit additional CTSA members. [OPEN TEXT FIELD 2500 CHARACTERS]
17. What is the timeline and milestones or deliverables? Please describe the milestones or deliverables below needed to complete the proposed activities (per quarter). (The minimum number of months allowed for WGs is 12 months and the maximum number of months is 24 months).
18. What are the sunset criteria? [OPEN TEXT FIELD 2500 CHARACTERS]
19. List specific expertise needed to accomplish the goals of the Working Group. [OPEN TEXT FIELD 2500 CHARACTERS]



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20. Additional Support Resources (require approval pending resource availability) [DROP DOWN MENU] [NOT REQUIRED QUESTION]

- Survey Design
- Survey Implementation

21. Is this a continuation from a Discussion Forum or Working Group?

- [IF YES]
 - Please describe previous activities including but not limited to results of previous deliverables. [OPEN TEXT FIELD]

[SUBMIT FORM]