Extension of CRC/CTSU Project Management & Study Coordinator Services Award

As a part of the CTSU’s efforts to support clinical investigators, an award of 200 project management and/or study coordinator support hours may be awarded to junior investigators who are actively applying for project funding. This reward is for one year and may be used on a single project. In the event that the investigator is unable to secure funding for services during the CTSU-supported time frame and needs additional time support, the following must happen in order for an extension of support to be granted:

The investigator must write a letter addressed to the CTSU Director, David Williams, MD, detailing:

- Current status of the study, including subjects enrolled and revised timelines for completion.
- Sources of funding that have been applied for and the results of those applications. If award timelines are pending, please include.
- Plans to apply for other sources of funding.
- A proposal for the extension, for example: an additional 100 hours over a 3-month time period.
  - 100 hours over 6 months is the maximum that may be requested

The letter should be emailed to Judy Fleming (Administrative Director, CTSU) with the investigator’s Department Chief and research mentor (if applicable) copied.

After review, if an extension is granted the following must be agreed to:

- This will be a one-time extension of CTSU funded efforts.
- The investigator will continue to apply for other sources of funding as detailed in the letter.
- In the event the investigator has not secured funded after this extension, the investigators department will cover off-unit services until funding has been secured.