

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

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Due dates: June 1<sup>st</sup> (Annual Report) and December 15<sup>th</sup> (Interim Report)

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OMB No. 0925- 0680

Expiration Date: 09-30-2016

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 1<sup>st</sup> must be mailed by the Institutional Signing Official to:  
Division of Extramural Activities Support  
OER National Institutes of Health  
670 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 15<sup>th</sup> 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.**