

Is there support to help me identify a community clinic to partner with?

Yes. The HICOR team has established relationships with community clinics across Washington through the Value in Cancer Care (VCC) Network and other longstanding partnerships. When studies are selected for funding, we will circulate information about each study to the eligible clinics within our Network to identify interested clinic partners. This process usually takes 3-4 weeks but sometimes can take longer. Once a clinic has been identified, the HICOR team will facilitate an introductory meeting where you present your study directly to clinic representatives and determine if the clinic and the study are a good match.

Because we recognize this process can take time and depend partially on the clinic's availability to meet and consider new projects, we do not count this activity towards the 12-month timeline for completing your award. The award period officially begins when there is an executed research agreement in place with a community clinic partner.

I've never done research with a community clinic before. What should I expect?

Research collaborations with community clinics offer unique opportunities while also requiring flexibility and thoughtful coordination. Applicants should consider the following when developing and implementing their pilot studies:

- **Extra time for administrative coordination:** Partnerships with community clinics may require additional startup time to establish research agreements, IRB reliance agreements, and other necessary administrative processes. Timelines may vary depending on the clinic's research infrastructure and available resources.
- **Flexibility in study implementation:** PIs should be prepared to work within the systems and processes available to their community clinic partners. This may include adapting data collection methods, information-sharing platforms, communication approaches, or other study procedures to align with clinic resources and preferred ways of working.
- **Responsiveness to clinic needs and workflows:** Successful partnerships require listening to and prioritizing the perspectives of community clinic partners. PIs should be willing to adapt study protocols and procedures, when appropriate, to fit within existing clinical workflows and minimize the burden of research participation on clinic staff and resources.
- **Opportunities for sustained research partnerships:** Pilot studies can serve as a foundation for longer-term collaborations with community clinics, including future

research projects, larger grant proposals, and other opportunities to address priorities identified by community partners.

- **Strengthening statewide partnerships:** These collaborations provide an opportunity to strengthen Fred Hutch's relationships with community clinics and reinforce its role as a collaborative research partner and center of excellence across Washington.
- **Engagement of diverse patient populations:** Community-based research can expand opportunities to engage a broad range of patients and research participants, including populations that may be underrepresented in research. This may include patients served by rural clinics, individuals who speak languages other than English, and other historically underserved populations.

What elements should I include in my budget?

Depending on the scope and design of your pilot study, your budget may need to include some or all of the following:

- **PI effort:** Appropriate PI effort should be included in the budget.
- **Research staff support:** Staff time may be needed to develop study materials, coordinate study activities, recruit or engage participants, collect data, and/or deliver study interventions.*
- **Community clinic compensation:** Funds should be included to appropriately compensate participating community oncology clinics for the time and resources required to support the study. Please refer to the table below for guidance on clinic compensation.
- **Participant incentives:** Appropriate incentive payments for research participants may be included and are encouraged when appropriate for the study.
- **IRB fees:** If a participating community site will rely on the UW or Fred Hutch IRB, applicants should account for any applicable reliance or review fees in their budget.
- **Translation and language services:** Applicants should budget for translation of study materials and other language-access needs, when applicable. Fred Hutch and UW may also have bridge funding or [other resources available to support translation services](#) when these costs cannot reasonably be accommodated within the pilot study budget. Please contact the HICOR team for additional guidance.
- **Database and programming support:** Studies may require programming or technical support for study databases, participant tracking systems, REDCap, or other data collection and management tools.

- **Qualitative research support:** For studies involving qualitative methods, applicants should consider costs associated with activities such as participant interviews, transcription, and qualitative coding or analysis.*

TABLE: Recommended fee schedule for community clinic

	Units (hours, day, weeks, etc.)	# of Units	Rate	Total
Study Start Up: contracting, protocol training, regulatory submissions, other study specific activities needed for launch	One-time Admin Costs	1 clinic location	\$5,000-\$10,000	\$5,000-\$10,000
Subject enrollment- per patient	Patients consented	30	\$900.00	\$27,000.00
				\$32,000-\$37,000

*Depending on your study needs, the HICOR team may be able to help identify appropriate resources or provide guidance on estimating these costs. If you would like to inquire about support available for your protocol, please reach out to Talor Hopkins (thopkins@fredhutch.org) with the details of your request.

Are participant incentives allowed for the pilots?

Yes. Participant incentives are allowed and encouraged when appropriate for your study. Incentive costs should be included in the proposed project budget. If you are unsure what incentive amount is appropriate, the HICOR team can provide guidance to help determine a reasonable rate.

What are the reporting requirements for this award?

You will be asked to submit progress reports at the 6-month timepoint and upon completion of the 12-month project period. If a no-cost extension is requested, an

additional progress report may be required. The HICOR team will provide a standardized reporting template to guide these submissions.

What is the Cancer Center Support Grant (CCSG) catchment area? Can patients from Oregon, Idaho, or Alaska be included in my pilot study?

Pilot studies must partner with a community clinic located in Washington state. However, if a participating Washington clinic serves patients who live outside the state—for example, in Oregon or Idaho—those patients may be included in the study. If you are interested in partnering with a site in Alaska, please contact the HICOR team to discuss whether the site is eligible under this funding opportunity.