**VIVO Biobank Application Form**



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| **SECTION 1 – Details of applicant(s)** |
| **1. Name and address of lead applicant:**      **Tel No:**       **Fax No:**      **E-mail:**       |
| **2. Other applicant(s) – Titles(s), name(s) and email address(s):**            |
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| **SECTION 2 – Details of the project** |
| **3. Title of research project:**       |
| **4. Indicate the type of research (You may check more than one box):**Basic Biology **☐** Translational Research **☐**Clinical Research **☐** Other **☐** please specify:       |
| **5. Expected duration of the project:**       **Proposed start date:**       |
| **6. Aims and objectives of the project** *(Please include the hypothesis to be tested)***:**      |
| **7. Scientific background to the research:**      |
| **8. Plan of investigation:**     **Project milestones**:     **Methodology:**     **Local infrastructure support (if applicable)**      |
|  **9. Do you propose to perform any experiments using laboratory animals?**  **Yes ☐ No ☐**If **YES**, please briefly describe the nature of the experiments. Please describe how you have considered the replacement, refinement and reduction of animal use in your research (3Rs). The status of any project licence holder procedure in relation to this application: and please enclose a copy of the project licence and ethics approval for the study.     Please provide details of the **Personal Licence**, **Establishment Licence**, **Project Licence and Protocol**, and **institutional ethical review (IRB)** under which the animal experiments will be performed.        |
| **10. Preliminary data (where applicable):**      |
| **11. How will the research be funded? Include written proof of funding of this project**      |
| **12. Does this project have NIHR Clinical Research Network portfolio approval?**  **Yes** **☐ No** **☐** **If yes, please give details (if possible, send a copy of the approval document):**      |
| **13. Has the project been the subject of external peer review?** **Yes ☐ No ☐** **If yes, please give details and include a copy of reviews with your application**       |
| **14. Are you aware of any similar project(s) planned / underway / completed?** **Yes** **☐ No** **☐** **If yes, please give details and explain what this application adds to existing knowledge**      |
| **15. Please provide a short summary of your project that is suitable for a lay audience:***If the study is approved, contents of this section may be published in the VIVO e-Newsletter and on the VIVO website. If you do* ***NOT*** *want your study publishing in the e-newsletter or on the website please tick here* ☐ *and explain the rationale for not publishing this summary.*     **15a. Please detail any PPIE activity linked to this project.***Including input into the study from people affected by childhood, teenage and young adult cancers and plans to disseminate the results of this study to patients and the public.*       |
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| **SECTION 3 – Sample and Data requirements** |
| **16. Type of samples required (e.g. frozen, paraffin embedded, constitutional DNA, plasma, viable cells, DNA, CSF etc.):**      **17. Has VIVO Biobank been contacted regarding sample availability?** **Yes ☐ No ☐**  |
| **18. Treatment stage of material (i.e. at diagnosis, specific time points, remission, relapse, etc.):**      |
| **19. a. Number of samples required (if applicable, include statistical consideration and specify the number of tumours of different histological types / grades):**     **b. If paraffin embedded tissues are required, have suitable blocks been identified via the Digital Imaging Hub (www.cclg.org.uk/tissue-bank/information-for-researchers/Digital-imaging-hub)?****Yes ☐ No ☐** |
| **20. Description of sample handling with reference to how the specimens will be stored whilst the research is being carried out. Name and contact details of person responsible for safe storage of the specimens and any extracted DNA / RNA / proteins etc.:**     **Will there be any excess material left over?**     **If yes, how will it be handled?**      |
| **21. Name and contact details of pathologist(s) involved in the study (if applicable)** *(NOTE: It is recommended researchers check the quality and tumour content of samples received by examining a frozen tumour section)*      |
| **22. Name and contact details of a bioinformatician/bioinformatics service involved in the study (if applicable):**        |
| **23. Provide details of all datasets that are requested from the Bank**       **24. Provide details of how data will be processed and stored including all data security arrangements:**       |
| **25. In order to speed up the process of reviewing this proposal, we would appreciate the suggestion of two external reviewers that your application could be circulated to. However, these may not necessarily be chosen.****a)**      **b)**       |
| **26. If there are any reviewers to whom you do not wish this application to be sent, please give full details:**       |
| **27. If this study is attached to a clinical trial, has it been approved by the relevant Trials Unit?** **Yes** **☐ No** **☐** **If yes, which trial is it attached to?**       **Please attach evidence of approval from the Trial CI:**       |
| **28. If your study requires data from a clinical trial, has it been approved by the relevant Trials Unit?**  **Yes ☐ No ☐** **If yes, PLEASE STATE which trial AND THE REC APPROVAL REF NUMBER:** **Please attached a letter or email of approval from the trial CI:**  **If yes, please specify what trial datasets you require in as much detail as possible and include time-points:** *(NOTE: Requests will be reviewed by the relevant Trials Unit, in terms of feasibility)*      |
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**Signed / Electronic signature**

**(Lead applicant) Date:** **/****/**

**Print Full Name:**



*All completed application forms must be submitted with the following documents:*

* *Grant Award Letter (confirming funding for the study, if applicable)*
* *Documentation of regulatory approval for any animal experiments*
* *Other supporting documents (i.e. grant-funding application, external peer-review comments, etc.)*

**Please email the completed application form and relevant documents to:** **enquiries@vivobiobank.org**