

## CTSI COVID-19 Research Initiative: Pre-Ensemble Nucleating Plan (Draft v2.0)

Tuesday, 4/7	Wednesday, 4/8	Thursday, 4/9	Friday, 4/10	Friday 4/10 – Tuesday 4/14	Wednesday, 4/15	Thursday, 4/16
<p><b>Receipt of Invitation from CTSI to Self-Select into Research Teams</b></p>	<p><b>12:00 pm: Virtual Town Hall Meeting I</b></p>	<p><b>9: 00 am: Deadline for Self-Selection Per Invitation</b></p> <p><b>11:00 am: Deadline for 1<sup>st</sup> Assignment</b></p>	<p><b>8:00 am – 5:00 pm: Enter Microsoft Teams Environment for COVID-19 Pre-Ensemble Team Introductions (Team meeting times will vary based on the availability of team members)</b></p>	<p><b>Research Project Development (Virtual within Microsoft Office Teams Environment and Offline as needed)</b></p>	<p><b>2:00 pm: Deadline 2nd Assignment</b></p>	<p><b>Next Steps To Be Determined by Teams</b></p>
<ul style="list-style-type: none"> <li>• Invitation to either Virtual Town Hall Meetings on Wednesday, April 8<sup>th</sup> at 12:00 pm or 4:00 pm</li> <li>• Per invitation, indicate research interest and self-select into research group of interest ASAP (deadline is Thursday, 4/9 by 9:00 am)</li> </ul>	<p><b>Attend Virtual Town Hall Meeting</b></p> <p><b>Meeting Agenda:</b></p> <ul style="list-style-type: none"> <li>• Call to Action</li> <li>• Process to Nucleate around COVID-19 Research Questions</li> <li>• 5-minute Primer on Pre-Ensembling – i.e, a process, not a grant-writing activity; leads to products (e.g., protocols/grants)</li> <li>• Concise Research Question List</li> </ul>	<ul style="list-style-type: none"> <li>• Complete and submit Self-Selection choice(s)</li> <li>• Upon receipt of results, CTSI Project Mgr. will make assignments to a Microsoft Office (MS) Teams Group, per research topic choice</li> <li>• Submit SINGLE Slide PPT describing Research Interests and Resources</li> </ul> <p>1<sup>st</sup> Assignment:</p> <ul style="list-style-type: none"> <li>• Each investigator creates a SINGLE Slide PPT describing Research Interests &amp; Resources</li> </ul>	<ul style="list-style-type: none"> <li>• Establish Research Team Lead(s)</li> <li>• Future Meetings will be determined</li> <li>• SINGLE PPT Slides will be reviewed and preliminary discussions will occur within Microsoft Teams environment</li> <li>• Each team will have a CTSI Project Manager assigned to assist with project development and submission</li> <li>• Post-meeting, consider research project strategy (specific aims, narrative/summary, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>• Discussion on research projects (research ideas, opinions, human and technological resources etc)</li> <li>• Work with CTSI Project Manager and research team members to continue describing unmet medical need, background, scientific and technical resources and potential products such grants, clinical trials, devices etc.</li> <li>• Discuss project support needs (biostats., writing, pre-submission activities, etc.)</li> <li>• Strategize on next steps and discuss timelines</li> </ul>	<ul style="list-style-type: none"> <li>• Submit research project summary (e.g., Significance Page describing Unmet Medical Need, Background &amp; Scientific, Technical Resources, Expertise, Potential Products, etc.)</li> <li>• Discuss and plan next steps and timelines for finalizing research projects</li> </ul>	<ul style="list-style-type: none"> <li>• Focus initial efforts/resource s on High Priority Research Questions</li> <li>• COVID-19 Pre-Ensemble Microsoft Teams continue to meet &amp; refine projects</li> </ul>
	<p><b>4:00 pm: Virtual Town Hall Meeting II</b></p>					
	<p><b>Attend Virtual Town Hall Meeting</b></p> <ul style="list-style-type: none"> <li>• See Meeting Agenda above</li> </ul>					

<p><b>Deliverable:</b></p> <ul style="list-style-type: none"> <li>• Select research interest topic and submit by Thursday 4/9/20, 9:00 am</li> </ul>	<p><b>Deliverable:</b></p> <ul style="list-style-type: none"> <li>• Review of meeting agenda and attend one of the Virtual Townhall Meetings on Thursday, 4/9/20</li> </ul>	<p><b>Deliverable:</b></p> <ul style="list-style-type: none"> <li>• Due date for research topic self-selection</li> <li>• Create a single ppt slide with research interest/resources and submit</li> <li>• Submit Single ppt slide describing research interest and resources</li> <li>• Prepare to participate and share ppt and Significance content/summary/narrative</li> </ul>	<p><b>Deliverable:</b></p> <ul style="list-style-type: none"> <li>• Enter Microsoft Teams environment as assigned and meet members and Project Manager for your team</li> <li>• Participate in discussion, --planning, share ppt content, Significance content, etc.</li> <li>• Choose Team Lead</li> <li>• Participate in next steps and timelines discussion</li> </ul>	<p><b>Deliverable:</b></p> <ul style="list-style-type: none"> <li>• Participate in group Microsoft Teams and offline research development meetings</li> <li>• Continue to develop research ideas with team members</li> <li>• Connect with Project Manager as needed to stay on the same page with team lead/members, and on track with timelines</li> <li>• Teams to discuss project needs and communicate these with team members and Project Managers</li> <li>• Strategize and write—be clear about your assignments/roles</li> </ul>	<p><b>Deliverable:</b></p> <ul style="list-style-type: none"> <li>• Submit research project narrative— Significance Page describing Unmet Medical Need Background &amp; Scientific, Technical Resources, Expertise, Potential Products is due</li> <li>• Participate with Team activities, meetings, decision-making; and participate/interact with Project Manager</li> </ul>	<p><b>Deliverable:</b></p> <ul style="list-style-type: none"> <li>• Next Steps to be determined by Teams</li> </ul>
--	---	---	---	---	--	---