**WHI MANUSCRIPT PROPOSAL APPLICATION FORM**

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| WHI Logo B & W**DUE DATE:** See WHI website for [upcoming submission deadlines](https://www.whi.org/page/propose-a-paper).  **SUBMIT TO:** [P&P@WHI.org](mailto:P&P@WHI.org)  **REFER TO:**  [Write a Paper Resources](https://www.whi.org/page/propose-a-paper) on [whi.org](https://www.whi.org/).  **GUIDELINES:** - [Cancer mortality and survival analyses generated from WHI data](https://s3-us-west-2.amazonaws.com/www-whi-org/wp-content/uploads/Guidelines-for-cancer-mortality-and-survival-analyses-generated-from-WHI-data.pdf)   * [Post-intervention analyses of the original WHI trials](https://s3-us-west-2.amazonaws.com/www-whi-org/wp-content/uploads/Guidelines-for-post-intervention-analyses-of-the-original-WHI-trials.pdf) * [Combined CT and OS data in observational analyses](https://s3-us-west-2.amazonaws.com/www-whi-org/wp-content/uploads/Guidelines-for-Combined-CT-and-OS-data-in-observational-analyses.pdf) * [Body Composition Analysis](https://s3-us-west-2.amazonaws.com/www-whi-org/wp-content/uploads/Guidelines-for-Body-Composition-Analysis.pdf) * [Diet Dataset Documentation](https://www.whi.org/datasets) for guidelines and information about Dietary Quality Indices, FFQ Analysis of Folate, Biomarker Calibration Information, FFQ Diet-Disease Analysis, and FFQ Nutrient Database Estimations. * [WHI Race and Ethnicity Language and Data Application and Interpretation Guide](https://sp.whi.org/Committees/publications/Meeting%20docs/Forms/AllItems.aspx) |

**Section 1: GENERAL QUESTIONS (Required)**

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| Today’s Date: Click to enter a date. | Is this a resubmission to P&P? → | No  Yes → Submit both:   1. Revised application form   AND   1. Two copies of proposal (1 clean and 1 track changes). |

1. Proposal title**:** Enter proposal title.
2. Lead author

|  |  |
| --- | --- |
| Name: Enter your name. | Phone: Enter phone number. |
| Institution: Enter institution name. | Email: Enter email address. |

1. Are you any of the following? (mark all that apply)

Pre-doc

Post-doc

Early Stage Investigator [as defined by NIH](https://grants.nih.gov/policy/early-investigators/index.htm)?

1. Is this your first WHI Manuscript Proposal?

No  Yes

1. Are you currently leading any manuscript proposals that were approved by P&P >3 years ago?

No  Yes → Please explain.

1. Are you leading any draft manuscripts that were approved by P&P >1 year ago and have not yet been submitted to a journal for publication?

No  Yes → Please explain.

1. What is your affiliation to WHI?

[WHI Principal Investigator](https://sp.whi.org/researchers/SitePages/Principal%20Investigators.aspx)

[WHI Co-Investigator](https://sp.whi.org/researchers/SitePages/Co-Investigators.aspx) WHI Sponsoring PI not required.

[WHI Associate Member](https://sp.whi.org/researchers/SitePages/Associate%20Members.aspx)

None of the above

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[WHI Sponsoring PI](https://www.whi.org/sponsors): Enter name of your Sponsoring PI.

***Note:*** *If the lead author is not a WHI Principal Investigator, Co-Investigator, or Associate Member, a Sponsoring PI is required. The Sponsoring PI must review and approve all materials* ***before*** *submission to P&P.* ***Failing this step will cause additional delay in the P&P review process.***

☐ Check here to confirm that the Sponsoring PI has reviewed and approved this proposal. **Please note**: It is required that the Sponsoring PI be copied on the proposal submission email to the P&P committee.

1. Co-authors

|  |  |
| --- | --- |
| Co-author 1 name: Enter name. | Co-author 2 name: Enter name. |
| Co-author 1 email: Enter email. | Co-author 2 email: Enter email. |
|  |  |
| Co-author 3 name: Enter name. | Co-author 4 name: Please see note above. |
| Co-author 3 email: Enter email. | Co-author 4 email: Please see note above. |

***Note:*** *The proposal may not have more than five total authors, including the lead author and the Sponsoring PI, or it will be returned for immediate revision. The* [*P&P Committee Policies*](https://s3-us-west-2.amazonaws.com/www-whi-org/wp-content/uploads/PP-policy.pdf) *note exceptions to this rule. The lead author may add more co-authors after the proposal is approved.*

Names of additional co-authors (if exceptions apply): Enter names of additional co-authors.

**Section 2: DATA QUESTIONS (Required)**

1. What WHI data are you using? (mark all that apply)

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| --- | --- |
| Observational Study | Clinical Trial (Hormone Therapy, Dietary Modification, Calcium/Vitamin D) |

1. What is your primary outcome? Describe primary outcome.
2. What data source are you using to identify this outcome? (mark all that apply)

|  |  |  |
| --- | --- | --- |
| Adjudicated outcomes | Self-report | Medicare/CMS data |
| Other: Describe and justify this selection. | | |

1. Are you using any of the following data sources for this proposal? (mark all that apply)

National Death Index

Supplemental Questionnaire (Form 156, Form 157, Form 158)

Dietary Inflammatory Index (DII) and/or Energy-adjusted Dietary Inflammatory Index (E-DII)

WHI Ancillary Study (AS), Core Study (W), and/or BAA Study (if checked, please answer the next three questions)

1. Please list the study numbers: Enter all applicable study numbers.
2. Was the source of funding for the study a commercial entity?

No  Yes

1. Has all AS data, Core Study data, and/or BAA Study data been submitted to the CCC?

No  Yes

**Note:** *If you are using WHI AS data, it is strongly recommended that you include the study PI or a representative from the study on your writing group.*

1. Will this proposal use data from studies other than WHI?

No  Yes → List all cohorts: Enter all cohorts.

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A [consortium/pooling project](https://www.whi.org/page/plan-a-study) is a research project that is developed by an organized group of scientific investigators representing various study cohorts and usually with an independent governance structure.

Answer the three questions below. If you answer yes to any of these questions, complete the [WHI Consortium/Pooling Project Application Form](https://s3-us-west-2.amazonaws.com/www-whi-org/wp-content/uploads/WHI-Consortium-Pooling-Project-Application-Form.docx).

1. Will the consortium/pooling project have an independent governance structure?

No  Yes

1. Will the consortium/pooling project have a Publications and Presentations Committee?

No  Yes

1. Will the consortium/pooling project have an External Advisory Board?

No  Yes

**Section 3: OTHER/MISCELLANEOUS (Required)**

1. Use the [web search interface to review existing papers/proposals](https://www.whi.org/papers) to identify potential overlap. Specify what unique data will be added with this proposal.

Click or tap here to enter text.

**Note:** *Failure to identify overlap could lead to cancellation of your paper, even if overlap is identified after your proposal is approved.*

1. Please list at least 5 keywords: Enter keywords
2. A power calculation is helpful in determining the feasibility of the proposed analysis. Please check all that apply.

Yes, power calculations are included.

Power analysis not included; however, sample size for primary exposure and outcome is provided (The query builder [link] can be used to draw numbers for your proposed analysis)

Power analysis not applicable as this is a descriptive analysis, commentary, methods paper

Comments:

1. Did this proposal stem from a discussion within a WHI Scientific Interest Group (SIG)?

No  Yes (mark all that apply)

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| --- | --- |
| Aging: Cognition & Functional Status | Minority & Health Disparities |
| Bone/Fracture & Body Composition | Nutrition/Energy Balance |
| Cancer | Obesity & Diabetes |
| COVID-19 | Physical Activity/Body Composition |
| CVD (includes AF & HF sub-SIGs) | Physical & Built Environment |
| Genetics, Proteomics & Biomarkers | Psychosocial & Behavioral Health |

***Note:*** *Investigators are strongly encouraged to consult a SIG (if applicable) prior to submission to P&P. Proposals that benefit from SIG input tend to be stronger, which can result in quicker approval from P&P. Visit the WHI website for a list of* [*SIG Chairs and their contact information*](https://www.whi.org/page/sigs)*.*

1. What is your preference for where the analyses will be performed?

|  |  |
| --- | --- |
| CCC Choose a rank. | Southeast RC Choose a rank. |
| Midwest RC Choose a rank. | Western RC Choose a rank. |
| Northeast RC Choose a rank. | Do your own Choose a rank. |

***Note:*** *Please rank in order of preference if more than one is marked.* *Analyses performed at a Regional Center (RC) requires advance discussion with/permission from that RC.*

If you selected an RC as your preference, write the name of the analyst with whom you are collaborating:

Enter name of RC analyst.

**Section 4: FINAL ITEMS (Required)**

1. Additional comments or information you would like the P&P to consider with your application.

Enter comments.

1. Application Checklist

Completed application form with current date.

Proposal:

* Not to exceed six pages, not including references or tables.
* If this is a resubmission, submit two copies of the proposal (1 clean and 1 track changes).
* A [sample proposal](https://s3-us-west-2.amazonaws.com/www-whi-org/wp-content/uploads/Sample-PP-proposal.pdf) is available for reference.